

# Audit and Accountability Committee



## Post-Solicitation Briefing for Community Spay/Neuter Services

Date: August 26, 2022

Presented by: Shannon Sims, Director, Animal Care Services Department

# Solicitation Overview

Animal Care Services (ACS) Department solicited proposals from multiple qualified organization(s) and/or licensed veterinarians interested in providing community spay-neuter surgeries beginning in Fiscal Year 2023. ACS sought multiple organizations that can provide a total of approximately 12,500 spay-neuter surgeries annually and will be under a non-exclusive contract. Surgeries will be performed within the organization's private facility.

## Solicitation Type

Request for  
Qualifications (RFQ)

## Estimated Value

\$1.18 million annually;  
\$5.9 million total contract

## Proposed Term

3 years w/ 2, 1-year  
renewals

# Recommended Award

RFQ for Community Spay & Neuter Surgeries (RFQ 22-054; RFx 6100015155 )  Score Summary *FINAL EVALUATION July 5, 2022	Maximum Points	Vendor A	Vendor B	Vendor C
A - Experience, Background, Qualifications	45	40.67	40.50	36.50
B - Proposed Plan	55	48.83	49.00	40.17
TOTAL SCORE	100	89.50	89.50	76.67
RANK BASED ON TOTAL SCORE		1	2	3

\* One evaluation meeting held with no interviews conducted.

SBEDA Program: Waived

Local Preference Program – Not Applicable

Veteran Owned Small Business Preference Program – Not Applicable

# Due Diligence

## Finance and Audit Departments – Due Diligence Results

Number of vendors notified:	34
Number of vendors at pre-submittal conference:	3
Number of responses received:	3
Results of Minimum Requirements Review:	No Material Findings
Results of Due Diligence Review:	No Material Findings