

Audit and Accountability Committee




Pre-Solicitation Briefing for Community Spay/Neuter Services

Date: March 18, 2022

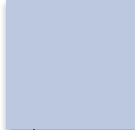
Presented by: Shannon Sims, Director, Animal Care Services

Project & Solicitation Overview


The City of San Antonio, Animal Care Services Department is seeking to partner with up to four agencies to provide free spay/neuter surgeries to pets of San Antonio residents. Surgeries, including pre and post-surgical medical evaluation, will be provided to residents, free of charge. Selected partners will be reimbursed for each free surgery provided.




Solicitation Type:
Request for Qualifications
(RFQ)



Estimated Value:
\$1.2 million annually; \$5.9
million total contract



Proposed Term:
3 years with 2, 1-year renewal
options



Current Contract Status:
Expires September 30, 2022

Solicitation Overview

Outreach		Evaluation Voting Members
NIGP Codes Identified (Partial)	<ul style="list-style-type: none"> • 96206 Animal Care, Animal Health, Animal Production (Breeding) and Animal Training Services • 96186 Veterinary Services 	David McCary, Assistant City Manager, City Manager's Office
		Shannon Sims, Director, Animal Care Services Department
		Brad Davenport, Assistant Director, Animal Care Services Department
Number of Vendors to be Notified	Central Vendor Registry: 34 Veteran Owned Small Business: 0 Targeted Outreach: 8	Shannon Oster-Gabrielson, Assistant to the Director, Animal Care Services Department
Advertising	<ul style="list-style-type: none"> • TVSA Channel 21 • COSA Bidding & Contracting Opportunities Website • San Antonio Express News 	Marilyn Gotbeter, Chief Veterinarian, Animal Care Services Department Rita Braeutigam, Chair of the Animal Care Services Advisory Board

Solicitation Requirements

Evaluation Criteria

Experience, Background, Qualifications: 45 points
Proposed Plan: 55 points

Additional Requirements

Audited Financial Statements: Not Required
Local Preference Program: Not Applicable
Veteran-Owned Small Business Preference Program:
Not Applicable
SBEDA Program: Waived

Project Timeline

Pre-Solicitation	Solicitation	Post – Solicitation	Finalization
Pre-Solicitation Briefing: <ul style="list-style-type: none">▪ March 18, 2022 Release Date: <ul style="list-style-type: none">▪ April 7, 2022	Pre-Submittal Conference: <ul style="list-style-type: none">▪ April 19, 2022 Deadline for Questions: <ul style="list-style-type: none">▪ April 26, 2022 Due Date: <ul style="list-style-type: none">▪ May 23, 2022	Evaluation Complete: <ul style="list-style-type: none">▪ June 2022 Contracts Negotiated: <ul style="list-style-type: none">▪ July 2022 Post-Solicitation Briefing: <ul style="list-style-type: none">▪ August 24, 2022	City Council Consideration: <ul style="list-style-type: none">▪ September 2022 Contract Start Date: <ul style="list-style-type: none">▪ October 2022