



Recommendation for Action

File #: 22-3379, **Agenda Item #:** 25.

11/15/2022

Posting Language

Authorize award of a contract with Sageline, Inc. to provide pet food and supplies, for a term of five years in an amount not to exceed \$2,600,000.

[Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9D (Minority Owned and Women Owned Business Enterprise Procurement Program.) For the goods required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established].

Lead Department

Financial Services Department.

Client Department(s)

Animal Services.

Fiscal Note

Funding in the amount of \$520,000 is available in the Fiscal Year 2022-2023 Operating Budget of Animal Services. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

The Financial Services Department issued an Invitation for Bids (IFB) 9200 MLJ1008 for these goods. The solicitation was issued on July 11, 2022 and closed on August 4, 2022. Of the three offers received, the recommended contractor submitted the lowest responsive offer. A complete solicitation package, including a tabulation of the bids received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: [Solicitation Documents](#)

https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=137144.

For More Information:

Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Marissa Jones, at 512-974-2038 or Marissa.Jones@austintexas.gov

[<mailto:Marissa.Jones@austintexas.gov>](mailto:Marissa.Jones@austintexas.gov).

Additional Backup Information:

The contract is for the purchase of pet food and supplies for the municipally owned and operated animal shelter known as the Austin Animal Center (AAC). Animal Services requires a contract to provide food, supplies, and other pet supplies to care for the animals housed within the shelter. Animals brought to the AAC often arrive in poor nutritional condition. The animals are stressed by the new surroundings, routines, and human contact they experience in a shelter environment. To help the animals cope with added stress, the shelter utilizes premium grade pet food for daily operations. There are times, however, when the shelter cares for animals with very serious health problems that warrant higher grade (ultra-premium) nutrition. The ultra-premium pet food required in these situations will help these animals recover more quickly. The shelter not only provides food and housing to animals, but also a variety of pet supplies including toys, leashes, and

treats. The shelter also provides food and supplies for other animals such as rabbits, chickens, birds, goats, and hamsters.

In addition to the above stated routine care items, Animal Services also provides training and exercise for AAC animals. These daily activities require the use of collars, leashes, harnesses and guides for various sized dogs and collars for cats. Animal Services also provides animal adopters with a new collar before each animal is taken to their new home.

This contract will replace a contract that expired on August 18, 2022. The estimated quantities are based on the previous contract's usage. The recommended contractor is the previous provider of these goods.

If a contract is not secured, Animal Services will not have a dependable source for pet food and supplies and will be forced to procure these goods at open market prices.

Strategic Outcome(s):

Government that Works for All, Safety.