2

SUBJECT: INCOME-BASED SPAY & NEUTER PROGRAM FOR CATS AND DOGS

BID #: SC-0264-22 **OPEN DATE:** 9/15/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – OCTOBER 1, 2021 THROUGH JUNE 30, 2022 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: ANIMAL CARE AND PROTECTIVE SERVICES

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 2 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to ratify the period of service from October 1, 2023 through date of contract amendment.

Recommend approval to utilize the second and final renewal option with First Coast No More Homeless Pets, Inc., (POA-71419-22 AMD #2) for Income-Based Spray/Neuter Program for Cats and Dogs for Low-Income Famlies. Period of service is from date of executed contract through September 30, 2024. Estimated annual expenditure amount is $332,300.00, for a revised total expenditure amount not to exceed $996,900.00.

Funding Source: 11501.172104.534100.000000.0000901.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel and processed via Purchase Order Release(s).

ATTACHMENTS: Agency Memo, Vendor Letter, Previous Awards

ANALYST: O Wallace-Cohen **RESPECTFULLY SUBMITTED:**
OLIVE WALLACE-COHEN

DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: ALBERT FERRARO, INTERIM DIRECTOR, NEIGHBORHOODS

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Donna Deegan, Mayor

A NEW DAY.

Neighborhoods Department
Animal Care & Protective Services Division
2020 Forest Street
Jacksonville, Florida 32204
(904) 630-CITY (2489)
www.coj.net

MEMORANDUM

DATE: **October 11, 2023**

TO: **Dustin Freeman, Chief**
Procurement Division

THROUGH: **Albert Ferraro, Interim Director**
Neighborhoods Department

FROM: **Daniel Nasr, Finance Manager**
Neighborhoods Department

SUBJECT: **Bid Award for SC0264-22 Income Based Spay/Neuter for Low Income Families – Annual Renewal Recommendation**

Neighborhoods Department on behalf of the Animal Care and Protective Services Division (ACPS) respectfully requests approval to utilize the second and final renewal option for Income based Spay/Neuter for Low Income Families. First Coast No More Homeless Pets is the approved vendor for bid SC0264-22, and they have accepted a renewal option effective October 1, 2023, thru September 30, 2024. Total estimated annual expenditure is $332,300.00.

Funding Source: 11501.172104.534100.000000.00000901.00000.0000000

Thank you for your consideration of our request. Please let me know if you have any additional questions.

Attachments: (1) SC0264-22 Award dated September 15, 2021
(2) First Coast No More Homeless Pets extension letter dated 8-3-23

FIRST COAST NO MORE HOMELESS PETS

6817 Norwood Ave., Jacksonville, FL 32208
464 Cassat Ave. Jacksonville, FL 32254
(904) 425-0005 | www.fcnmhp.org

August 3, 2023,

Animal Care & Protective Services
City of Jacksonville I Neighborhoods Department
2020 Forest Street
Jacksonville, FL 32204

To Whom It May Concern,

This letter is to inform Animal Care and Protective Services of First Coast No More Homeless Pet's interest in renewing the Spay/Neuter contracts including the SpayJax and Duval Cat Fix programs (SC 0265-22, SC 0264 22). Our long-time partnership has had a positive impact for animal care in our community and we look forward to continuing to achieve success together.

Should you have any questions regarding this matter please feel free to reach out anytime at the contact information listed below. Thank you for your consideration of this contract renewal.

Sincerely,

FIRST COAST NO MORE HOMELESS PETS

Jennifer Barker
Chief Executive Officer
www.fcnmhp.org
Norwood Clinic: 6817 Norwood Avenue, Jacksonville FL 32208
Cassat Hospital: 464 Cassat Avenue, Jacksonville FL 32254
Cel: 909 265 3669 | Office: 904.351.0066

SUBJECT: INCOME-BASED SPAY & NEUTER PROGRAM FOR CATS AND DOGS

BID #: SC-0264-22 **OPEN DATE:** 9/15/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – OCTOBER 1, 2021 THROUGH JUNE 30, 2022 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: ANIMAL CARE AND PROTECTIVE SERVICES

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 2 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first of two (2) renewal options with First Coast No More Homeless Pets, Inc. Period of service is from October 1, 2022 through September 30, 2023 with one (1) one (1) year renewal option remaining. Estimated annual expenditure amount is $332,300.00, for a total expenditure amount not to exceed $664,600.00.

Funding Source: 11501.172104.534100.000000.0000901.00000.0000000 – To be executed by formal contract through the Office of General Counsel.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2022. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

ATTACHMENTS: Recommendation Memo, Previous Award

ANALYST: _____ **RESPECTFULLY SUBMITTED:** _____
COREY SIDLO GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: BRYAN MOSIER, DIRECTOR, NEIGHBORHOODS

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 9/8/2022

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 9/9/22

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____ Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

SUBJECT: Income-Based Spay & Neuter Program for Cats and Dogs

BID #: SC-0264-22

OPEN DATE: 9/15/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: October 1, 2021 through September 30, 2022 with two (2) one (1) year renewal options

AGENCY: Animal Care and Protective Services

BASIS OF AWARD: All or None, to the lowest responsive, responsible bidder

NUMBER OF BIDS INVITED: 2 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder, First Coast No More Homeless Pets, Inc. to provide an income-based spay and neuter program for cats and dogs in Duval County. Period of service is from October 1, 2021 through September 30, 2022. Total expenditure amount is $332,300.00.

Funding Source: 11501.172104.534100.000000.00000901.00000.0000000 – To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation and Terms and Condition

Analyst: Annette Burney

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Bryan Mosier, Director, Neighborhoods Department

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE 10/7/2021

Teresa R. Eidmar

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10-8-21

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2019-02