SUBJECT: Spay/Neuter Program for Low-Income Families

BID #: SC-0237-20 **OPEN DATE:** 10/2/19

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: October 1, 2019 through September 30, 2020

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:

Subject award was previously approved as an administrative award on 10/24/19 in the amount of $33,900.00. Recommend approval to increase the award with First Coast No More Homeless Pets, Inc. by $276,400.00 to cover spay and neuter services for the period ending September 30, 2020. Total revised estimated expenditure amount is $310,300.00.

Funding Source: ERAC1H2ACSN-03410 – To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo and Previous Award

Analyst: _____ Annette Burney

RESPECTFULLY SUBMITTED: _____ For 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 _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Neighborhoods Department
Ed Ball Building
214 N. Hogan Street
7th Floor Ed Ball
Jacksonville, FL 32202
(904) 255-7099

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

DATE: **December 10, 2019**

TO: **Gregory Pease, Chief, Procurement Division**
Finance Department

THROUGH: **Bryan Mosier, Director**
Neighborhoods Department

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

SUBJECT: **Animal Care and Protective Services**
Request to Increase Administrative Award SC-0237-20
And Amend Source of Funding

The Neighborhoods Department, on behalf of Animal Care and Protective Services, respectfully request an increase of $276,400.00 to Administrative Award SC-0237-20. The increase will raise the Administrative Award from $33,900.00 to **$310,300**. The period of Service remains unchanged, October 1, 2019 to September 30, 2020. Source of funds to be amended from ERAC011-03410 to **ERAC1H2ACSN - 03410**, Project NBPSNR in accordance with the City Council's Approved Budget.

First Coast No More Homeless Pets, FCNMHP, provides spay/neuter services to low income families in the Duval County area through the City of Jacksonville's Spay Jax Low Income Spay/Neuter Program. They screen, maintain records, and perform spay/neuter surgeries for low income families based on the requirements as outlined in the contract.

FCNMHP used an estimated 60 animals per category on their bid for a total bid of $33,900.00. Based on an analysis of services provided in FY19, FCNMHP performed 3,783 surgeries for a total cost of $286,517.00. The total surgeries for FY18 were 4,081 for a total of $311,949.00, and 4,161 surgeries in FY17 for $292,330.00. This is an average of 334 surgeries per month for an approximate monthly cost of $24,744.00.

According to the contract, payment for services is calculated based on per unit pricing. Due to an increased price per unit as provided in the bid and the performance of the program in the past three years, we fully expect to utilize the funds allocated by the City Council's approved budget.

QWS3270X 12/12/2019 9:32 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 12/12/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 9:28 AM

FISCAL MO/YEAR : 03 2020 CURRENCY CODE :
INDEX CODE : ERAC1H2ACSN SPAY & NEUTER REBATE TRUST-SPAY & NEUTER
SUBOBJECT : 03410 CONTRACTUAL SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	DEC 2019	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	644,300.00	4,683,171.80
EXPENDITURES	.00	26,763.75	3,938,967.10
ENCUMBRANCES	.00	77,128.75	150,876.55
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	.00	540,407.50	593,328.15

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND

available

Spay Jax Totals FY 18-19		FY18-19 Pricing	$ 75.00		$ 110.00		$ 175.00		$ 40.00		$ 68.00	
Month	Invoice Amt	Total Surgeries	Dog Neuter	Dog Neuter$	Dog Spay<75	Dog Spay<75$	Dog Spay>75	Dog Spay>75$	Cat Neuter	Cat Neuter$	Cat Spay	Cat Spay$
October	26,841.00	361	71	5,325.00	95	10,450.00	2	350	86	3,440.00	107	7,276.00
November	24,489.00	341	78	5,850.00	79	8,690.00	3	525	103	4,120.00	78	5,304.00
December	22,666.00	294	80	6,000.00	85	9,350.00	0	0	52	2,080.00	77	5,236.00
January	21,260.00	265	69	5,175.00	88	9,680.00	3	525	45	1,800.00	60	4,080.00
February	25,834.00	315	80	6,000.00	120	13,200.00	2	350	50	2,000.00	63	4,284.00
March	25,326.00	311	105	7,875.00	99	10,890.00	3	525	37	1,480.00	67	4,556.00
April	32,867.00	416	111	8,325.00	131	14,410.00	4	700	76	3,040.00	94	6,392.00
May	18,567.00	255	62	4,650.00	57	6,270.00	1	175	61	2,440.00	74	5,032.00
June	22,355.00	301	83	6,225.00	70	7,700.00	2	350	66	2,640.00	80	5,440.00
July	23,604.00	329	96	7,200.00	64	7,040.00	0	0	76	3,040.00	93	6,324.00
August	23,401.00	324	71	5,325.00	79	8,690.00	2	350	95	3,800.00	77	5,236.00
September	19,307.00	271	59	4,425.00	50	5,500.00	2	350	66	2,640.00	94	6,392.00
Total	$ 286,517.00	3783	965	$ 72,375.00	1017	$ 111,870.00	24	$ 4,200.00	813	$ 32,520.00	964	$ 65,552.00
Average		315	80		85		2		68		80	
FY19 Budget	$ 352,800.00											
Remaining	$ 66,283.00											
Spay Jax Prices FY20				$ 106.00		$ 141.00		$ 206.00		$ 44.00		$ 68.00
Spay Jax Est Total FY20	$ 351,955.00			$ 102,290.00		$ 143,397.00		$ 4,944.00		$ 35,772.00		$ 65,552.00

Fiscal Year	Total Surgeries	Total Spent
FY19	3,783	$ 286,517.00
FY18	4,081	$ 311,949.00
FY17	4,161	$ 292,330.00
Total FY17-FY19	12,025	$ 890,796.00
Average Annual Surgeries	4008	$ 296,932.00
Average per month	334	$ 24,744.33

ADMINISTRATIVE AWARD
BID No.: SC-0237-20

DESCRIPTION OF GOODS/SERVICES:
Recommend approval to ratify the period of service from October 1, 2019 to date of award.

Recommend approval of award to the lowest responsive, responsible bidder, First Coast No More Homeless Pets, Inc. to provide spay and neuter services for low-income families. Period of service is from date of award through September 30, 2020. Total expenditure amount not to exceed $33,900.00.

Funding Source: ERAC011-03410 – To be executed by formal contract through the Office of General Counsel

FOR AGENCY/DEPARTMENT: Animal Care and Protective Services

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 2 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: First Coast No More Homeless Pets, Inc.

CONCURRENCE BY: Bryan Mosier, Director, Neighborhoods Department

PRICE: $33,900.00 **TERMS:** Net 30

REASON FOR NOT ACCEPTING LOW BID: N/A

Analyst

Mgr. of Purchasing Services

10-23-19
Date

10/23/19
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division

10/24/19
Date

Rev10/13/2011