



Legislation Details (With Text)

**File #:** 15-4468      **Version:** 1      **Name:**  
**Type:** Consent Item      **Status:** Filed  
**File created:** 11/23/2016      **In control:** City Council Business Meeting  
**On agenda:** 1/23/2017      **Final action:** 1/23/2017  
**Title:** Veterinary Services

**Attachments:**

Date	Ver.	Action By	Action	Result
1/23/2017	1	City Council Business Meeting	Pulled by Staff	

**Veterinary Services**

**Action:**

- A. Approve a unit price contract with Chantilly Veterinary Services, Inc. for veterinary services at the animal shelter for an initial term of one year, and**
- B. Authorize the City Manager to renew the contract for up to four additional, one-year terms with possible price adjustments and to amend the contract consistent with the City’s business needs and the purpose for which the contract was approved.**

**Staff Resource(s):**

Karl Bannerman, Police  
Sherie Pearsall, Police

**Explanation**

- Animal care and Control (AC&C) is responsible for the welfare of animals under its care which requires the services of a full time veterinarian.
- The shelter veterinarian will:
  - Provide preventative and diagnostic veterinary services for animals housed at the shelter or in foster care as well as for dogs assigned to the Police K-9 Unit;
  - Conduct wellness exams and complete medical records for animals being offered for adoption;
  - Assist in writing and updating medical and sanitation protocols;
  - Consult on animal cruelty and inadequate care investigations, including testifying in court as an expert witness; and
  - Train shelter staff on the administration of vaccinations and medications.
- On October 17, 2016, the City issued a Request for Proposals (RFP) for veterinary services.
- In response to the RFP, the City received one proposal from interested service providers despite extensive vendor outreach and discussion.
  - Vendors that did not submit a proposal indicated that they were not interested in providing the services due to the City’s need of a veterinarian being onsite for 40 hours per week.
- The Project Team, consisting of staff from Police and Management & Financial Services, evaluated the proposal and determined that Chantilly Veterinary Services, Inc. meets the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- Chantilly Veterinary Services, Inc. has provided these services for the past four years.

- The contract gives the City the option to renew for four additional, one-year terms with a price increase as negotiated in the contract.
- The company will be paid at the unit price set forth in the contract, a copy of which is available upon request.
- Estimated contract expenditures are \$85,000 annually.

**Charlotte Business INclusion**

No subcontracting goal was established because there are no subcontracting opportunities (Part C: Section 2.1 (a) of the Charlotte Business INclusion Policy).

**Fiscal Note**

Funding: Police Operating Budget