

CHIEF ADMINISTRATIVE OFFICE
Procurement and Contracts Division

Date Received

NON-COMPETITIVE PURCHASE REQUEST JUSTIFICATION

Required for all (non-emergency) sole source acquisitions in excess of \$5,000.00 and sole source service requests in excess of \$100,000.00.

This justification document consists of three (3) pages. All information must be provided and all questions must be answered. **Department Head approval is required.**

Requesting Department Information

Department: 55-Animal Services	Org Code: 5500000	
Contact Name: Henry Brzezinski	Subobject: 4300	User Code:
Telephone: 530-621-6638	Fax: 530-622-6851	

Required Supplier / Vendor Information

Vendor / Supplier Name: Animal Outreach of the Mother Lode	Vendor / Supplier Address: 6101 Enterprise Drive, Suite B, Diamond Springs, CA 95619
Contact Name: Kristine McAuliffe	
Estimated Purchase Price/Contract Amount: \$210,000	Vendor / Supplier Email Address: kmcauliffe@animaloutreach.net
Telephone: 530-642-2287	Fax:

Provide a brief description of the request, including all goods and/or services the vendor/supplier will provide and supporting exemption reference from Board Policy C-17 - Procurement Policy:

Animal Outreach(AO) is a reduced cost spay/neuter and veterinary clinic located one block from the County's Diamond Springs animal shelter. AO will provide spay and neuter operations on adoptable animals and other reduced cost veterinary procedures. AO will also perform minor veterinary procedures on impounded injured or seized animals as time permits. Exemption is 3.4.3, "Competitive bidding would produce no economic benefit to the county"

Department Head:	<u>Olivia Byron-Cooper</u> <small>Olivia Byron-Cooper (Aug 30, 2023 10:08 PDT)</small>
	Signature
Purchasing Agent:	<u>Michelle Williams</u>
	Signature

Board of Supervisors:	P&C Assignment:
Date:	Assigned To:
Item:	Date:

A. The good/service requested is restricted to one supplier for the reason stated below:

1. Why is the acquisition restricted to this goods/services supplier? (Explain why the acquisition cannot be competitively sourced. Explain how the supplier is the only source for the acquisition.)

Animal Outreach is able to perform high volume spay/neuter and therefore provides a minimum of 10 spay/neuter appointment slots per week which allows the animal services program to move dogs and cats up for adoption. AO is able to fit in additional animals throughout the week at the last minute. Their veterinarians are also able to perform examinations on short notice. Other veterinarians in our County have limited surgery slots and those slots are dedicated for their clients.

2. Provide the background of events leading to this acquisition.

Animal Outreach has provided reduced cost spay/neuter and veterinary services to the County's animal services program for over 12 years. From inception of the contract with Animal Outreach their spay/neuter fees and veterinary fees for service have always been much lower than other veterinary practices in El Dorado County.

3. Describe the uniqueness of the acquisition. (Why was the goods/services supplier chosen?)

Animal Outreach is the only high volume/reduced cost spay/neuter clinic in El Dorado County. All other reduced cost spay/neuter clinics are located in Placer and Sacramento and are at capacity. Additionally, the transport of animals to these clinics would be staff time consumptive, costly and not in the best interest of the animals being surgically altered.

4. What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?

The animal services program's budget would increase dramatically due to the increased costs of utilizing other veterinarian contractors. The animal services shelter would become overcrowded with dogs in the kennels and cats in their cages which are designated for holds and strays. Adoption kennels and cages would become full with unaltered animals awaiting spay/neuter surgeries. These potential adoption candidates would be waiting for the occasional spay/neuter appointment at other local veterinarians. Animals would not move up for adoption and would be housed for a longer period of time; increasing costs and causing undue stress due to the animal's extended stay at the shelter. California Food and Agricultural Code sections 30503 and 31751.3, mandate the spay/neuter of all dogs and cats that are adopted from animal shelters. Therefore, if dogs and cats were not spayed or neutered they could not leave the facility which would as previously stated result in overcrowding and possibly increased euthanasia due to space limitations.

5. What market research was conducted to substantiate no competition, including the evaluation of other items or service providers? (Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The name and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

Multiple veterinarians were contacted regarding their fees for spay/neuter, teeth extractions, other minor veterinary procedure fees and their willingness to perform early age spay/neuter procedures to substantiate utilizing this vendor. Other veterinary hospitals in our County and surrounding counties offer similar services but are cost prohibitive and cannot keep up with the volume of animals needed to be spayed and neutered on a daily to weekly basis. Volume is a crucial factor especially in the summer when animal services has 60-100 kittens in foster homes awaiting spay/neuter surgeries. Animal Outreach is the only clinic to provide daily early age spay/neuter surgeries (8 week old puppies and kittens). Early age spay/neuter surgeries have been performed for almost 30 years in clinics around the country and it is a specialized service. Most if not all veterinarians are uncomfortable in performing these types of early age surgeries.

B. Price Analysis:

1. How was the price offered determined to be fair and reasonable? (Explain what basis was used for comparison and include cost analysis as applicable.)

The price offered is fair and reasonable based on the drastic increase in veterinary costs in the local market. One of our local veterinary contractors Crossroads Veterinary Hospital which the program uses mainly for emergency visits can only provide one to two spay/neuters a week. Additionally, upon renewal of the contract Crossroads has added on a \$100 exam fee prior to performing a canine and feline spay or a canine and feline neuter surgery or a dental exam therefore costs for sterilization of canines and felines are in the \$250 to \$400 range. Multiple surrounding El Dorado County veterinarians are charging a minimum of \$150 to \$350 for a feline neuter or spay. Animal Outreach costs for a feline neuter are \$52.50 and feline spays are \$67.50. Local veterinary clinics are charging \$300-\$700 for a canine neuter and \$350 to upwards of \$900+ for a canine spay. Animal Outreach fees for a canine neuter range from \$156.60 to \$207.00 and fees for canine spays are between \$173.70 and \$223.20. These vendor's fees are a substantial savings to the program when compared to local veterinarians.

2. Describe any cost savings or avoidance realized (one-time or ongoing) by acquiring the goods/services from this supplier.

Ongoing cost savings per animal by utilizing the services of Animal Outreach. If other veterinarian vendors were used there would be significant increases to the budget due to the higher costs for spay/neuter, teeth extractions and other minor veterinary procedures if performed by other veterinarians in the community. Additionally, staff time/extended time away from the shelter and fuel costs to transport to other veterinarians. Animal Outreach is one block away from the Diamond Springs shelter.