



BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☒ Award ☐ Contract ☐ Grant

Requested Board Meeting Date: 10/18/2022

* = Mandatory, information must be provided

or Procurement Director Award: ☐

***Contractor/Vendor Name/Grantor (DBA):**

ASAVET Veterinary Services, LLC dba Santa Cruz Veterinary Clinic
Amy and Heather Enterprises LLC dba Arizona Spay Neuter

***Project Title/Description:**

Spay and Neuter Services Trap/Neuter/Return-Cats

***Purpose:**

Amendment of Award: Master Agreement No. MA-PO-18-180, Amendment No. 07. This Amendment extends the termination date to 12/05/2023 and adds a partial shared annual award amount of \$100,000.00 for a cumulative not-to-exceed contract amount of \$946,000.00.
Administering Department: Pima Animal Care Center.

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.010, Competitive sealed bidding, on 11/28/2017, the Procurement Director approved an award of contract for an initial term of one (1) year and a shared annual award amount of \$200,000.00 with four (4) one-year renewal options.

Effective 09/18/2018, the Procurement Officer processed a revision to discontinue Altered Tails due to the closure of their Tucson clinic.

Effective 12/06/2018, the Procurement Officer processed Amendment No. 01, which extended the termination date to 12/05/2019 and added a partial shared annual award amount of \$82,000.00 for a cumulative not-to-exceed contract amount of \$282,000.00. Three (3) renewal options remained.

Effective 08/14/2019, the Procurement Officer processed Amendment No. 02, which added a partial remaining shared annual award amount of \$50,000.00 for a cumulative not-to-exceed contract amount of \$332,000.00.

Effective 12/06/2019, the Procurement Officer processed Amendment No. 03, which extended the termination date to 12/05/2020 and added a partial shared annual award amount of \$174,000.00 for a cumulative not-to-exceed contract amount of \$506,000.00. Two (2) renewal options remained.

On 02/24/2020, the Procurement Director approved Amendment No. 04, which discontinued Spay Neuter Clinic Inc dba AZ Spay Neuter, added Amy and Heather Enterprises LLC dba Arizona Spay Neuter and added a one-time increase in the shared amount of \$10,000.00 for a cumulative not-to-exceed contract amount of \$516,000.00.

Effective 12/06/2020, the Procurement Officer processed Amendment No. 05, which extended the termination date to 12/05/2021 and added a partial annual award amount of \$165,000.00 for a cumulative not-to-exceed contract amount of \$681,000.00. One (1) renewal option remained.

Effective 12/06/2021, the Procurement Officer processed Amendment No. 06, which extended the termination date to 12/05/2022 and added a partial annual award amount of \$165,000.00 for a cumulative not-to-exceed contract amount of \$846,000.00.

The extension is needed to allow sufficient time to conduct a solicitation process for a replacement contract.

PRCUID: 271984

Attachment: Master Agreement.

***Program Goals/Predicted Outcomes:**

This program allows well-meaning citizens to bring community cats to a convenient location for spay/neuter surgeries without needing to pay for the surgery themselves. Contracted clinics also help take some of the burden off of the PACC veterinarians to provide these surgeries.

***Public Benefit:**

By providing spay/neuter surgeries to community cats, the Trap/Neuter Return Program reduces the number of unwanted/unowned cats in the community and improves the health of the animal population overall.

***Metrics Available to Measure Performance:**

The number of spay/neuter surgeries performed by each Contractor.

***Retroactive:**

No.

TO: COB 09-26-22 (1)
VER: 13
PGS: 4

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
 Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount \$ _____ * ☐ Revenue Amount: \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☐ Yes ☐ No
 If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No
 If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: MA Department Code: PO Contract Number (i.e., 15-123): 18-180

Amendment No.: 7 AMS Version No.: 13

Commencement Date: 12/06/22 New Termination Date: 12/05/23

Prior Contract No. (Synergen/CMS): _____

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease

Amount This Amendment: \$ 100,000.00

Is there revenue included? ☐ Yes ☒ No If Yes \$ _____

***Funding Source(s) required: General Fund**

Funding from General Fund? ☒ Yes ☐ No If Yes \$ _____ % 100

Grant/Amendment Information (for grants acceptance and awards)

☐ Award ☐ Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____

Commencement Date: _____ Termination Date: _____ Amendment Number: _____

☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____

***All Funding Source(s) required:** _____

*Match funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

*Match funding from other sources? ☐ Yes ☐ No If Yes \$ _____ % _____

*Funding Source: _____

*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

Contact: Procurement Officer: Kelsey Braun-Shirley Digitally signed by Kelsey Braun-Shirley
Date: 2022.09.22 13:38:22 -07'00' Division Manager: Troy McMaster Digitally signed by Troy McMaster
Date: 2022.09.22 13:37:37 -07'00'

Department: Procurement Director: Terri Spencer Digitally signed by Terri Spencer
Date: 2022.09.22 15:25:39 -07'00' Telephone: 520-724-7466

Department Director Signature:  Date: 9/22/22

Deputy County Administrator Signature:  Date: 23 Sep 22

County Administrator Signature: _____ Date: 9/24/22



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000180

MA Version: 13

Page: 1 of 4

Description: Spay and Neuter Services-Trip/Neuter/Return-Cats

I S S U E R	Pima County Procurement Department	T E R M S	Initiation Date: 12-06-2022
	150 W. Congress St. 5th Fl		Expiration Date: 12-05-2023
	Tucson AZ 85701		
	Issued By: Kelsey Braun-Shirley		
	Phone: 5207247466		
	Email: kelsey.braun-shirley@pima.gov		
			NTE Amount:
			Used Amount: \$621,300.00

V E N D O R	ASAVET VETERINARY SERVICES, LLC	Contact:	KARTER NEAL
	DBA: SANTA CRUZ VETERINARY CLINIC	Phone:	520-889-9643
	5408 S 12TH AVE	Email:	KARTER@SANTACRUZPET.COM
	TUCSON AZ 85706	Terms:	0.00 %
		Days:	30

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason

Amendment No. 07 extends the termination date to 12/05/2023 and adds a partial shared annual award amount of \$100,000.00 for a cumulative not-to-exceed contract amount of \$946,000.00.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 18000000000000000180

MA Version: 13

Page: 2 of 4

Line	Description					
1	Spay Surgery Discount 0.0000 %	UOM EA	Unit Price \$50.00	Stock Code	VPN	MPN
2	Neuter Surgery Discount 0.0000 %	UOM EA	Unit Price \$50.00	Stock Code	VPN	MPN



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	150 W. Congress St. 5th Fl		Expiration Date:	12-05-2023
	Tucson AZ 85701		<div>NTE Amount: Used Amount: \$22,300.00</div>	
	Issued By: Kelsey Braun-Shirley			
	Phone: 5207247466			
	Email: kelsey.braun-shirley@pima.gov			

V E N D O R	Amy and Heather Enterprises LLC	Contact:	Heather Knight
	DBA: Arizona Spay Neuter	Phone:	520-820-8770
	4 W. Grant Rd	Email:	knightazspayneuter@gmail.com
	Tucson AZ 85705	Terms:	0.00 %
		Days:	30

Shipping Method: Vendor Method

Delivery Type:

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