



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Christine Taylor
DATE: March 24, 2026

SUBJECT

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to approve a qualified professional services list of veterinary service providers; authorizing staff to manage veterinary service providers in accordance with procurement policies; authorizing the expenditure of funds for professional veterinary services as needed for animals in care of the Animal Services Department; and providing an effective date (File 9028 – providing for a recurring annual fiscal year expenditure not-to-exceed amount of \$750,000.00).

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Support Healthy and Safe Communities.

INFORMATION/BACKGROUND

The Linda McNatt Animal Care and Adoption Center contracts with RSVP Services, LLC to provide staffing for its on-site veterinary surgical suite. Animal Services also utilizes additional off-site veterinary service providers to deliver basic and specialized veterinary services, unscheduled urgent care, and after-hours emergency care as needed.

Currently, Animal Services utilizes some off-site services provided through the contract with RSVP Services, and they charge a 10% administrative fee for such services. Animal Services would like to work directly with more service providers to reduce costs. Due to state and City procurement policies, Animal Services is seeking to qualify other third-party providers through a qualified list of veterinary service providers.

The qualified list of veterinary services providers will allow Animal Services to directly engage providers for after-hours emergency veterinary care services, urgent care services during regular business hours, and basic veterinary services including diagnostic testing (e.g., bloodwork, fecal exams, radiology coordination); treatment of illness, injury, and chronic conditions; sterilization and other various surgical procedures and post-operative care; wound care, pain management and infection control; administration of sedation, analgesia, and anti-emetics per approved protocols; and other veterinary services to treat housed animals as needed.

To qualify as a provider, service providers must complete an application available on the Animal Services website. Vendors will be selected based on location, years in service, size of staff, history and performance, ability to perform required services, and availability and clinic hours. Vendors on the eligibility list will be

reevaluated annually based on the relevant selection criteria. Mistreatment or negligent care of animals will result in immediate removal from the approved list.

Animal Services is requesting spending authorization in the amount not to exceed \$750,000.00 to cover outside veterinary services.

Professional services are exempt from competitive bidding in accordance with LGC 252.022.

RECOMMENDATION

Authorize the establishment of a list of qualified veterinary service providers to provide off-site veterinary services, unscheduled urgent care, and after-hours emergency care, and a system for evaluating and reevaluating vendors with a recurring annual fiscal year not-to-exceed amount of \$750,000.

ESTIMATED SCHEDULE OF PROJECT

This authorizes spending in the recurring annual fiscal year not-to-exceed amount of \$750,000.

FISCAL INFORMATION

Outside veterinary services will be funded from the Animal Services operating account 340001.7879. Requisitions will be entered on an as-needed basis.

EXHIBITS

Exhibit 1: Agenda Information Sheet
Exhibit 2: Ordinance

Respectfully submitted:
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Purchasing Manager

For information concerning this acquisition, contact: Mark Jackson, 940-349-7461.

Legal point of contact: Marcella Lunn at 940-349-8333.