



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Christine Taylor
DATE: August 19, 2025

SUBJECT

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Midwest Veterinary Supply, Inc., for the supply of kennel and veterinary supplies for the City of Denton's Animal Services Shelter; providing for the expenditure of funds therefor; and providing an effective date (IFB 8862 – awarded to Midwest Veterinary Supply, Inc., for one (1) year, with the option for four (4) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$1,500,000.00).

STRATEGIC ALIGNMENT

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

INFORMATION/BACKGROUND

An Invitation for Bid (IFB) was issued for the purchase of kennel and veterinary supplies to be used at the City of Denton Animal Shelter. A contract for these veterinary supplies will:

- Provide a guaranteed price and availability for the purchase of pharmaceuticals and medical supplies for veterinary and general animal care purposes at the City of Denton Animal Shelter.
- Provide a contracted source for the purchase of supplies essential to the operation of the City of Denton Animal Shelter.
- Provide replacement directions in the event of quality problems, duplicate shipments, short-dated or outdated products, incorrectly ordered products, erroneously selected products, damaged products, or similar problematic orders.

Kennel and Veterinary Supplies	Estimated 5-Year Expenditure
Year 1	\$250,000
Year 2	265,000
Year 3	280,000
Year 4	295,000
Year 5	310,000
Contingency for Price Increase	100,000
Total	\$1,500,000

Invitation for Bids was sent to 93 prospective suppliers of this item, including nine (9) Denton firms. In addition, specifications were placed on the Procurement website for prospective suppliers to download, and advertised in the local newspaper. One (1) bid was received, and references were checked to ensure the vendor can provide the services requested in the Scope of Work. The department is awarding the contract to Midwest Veterinary Supply, Inc.

NIGP Code Used for Solicitation:	040, 325, 875, & 944
Notifications sent for Solicitation sent in IonWave:	93
Number of Suppliers that viewed Solicitation in IonWave:	18
HUB-Historically Underutilized Business Invitations sent out:	11
SBE-Small Business Enterprise Invitations sent out:	48
Responses from Solicitation:	1

RECOMMENDATION

Award a contract with Midwest Veterinary Supply, Inc., for the supply of kennel and veterinary supplies for the City of Denton's Animal Services Shelter, in a four (4) year, with the option for one (1) additional one (1) year extension, in the total five (5) year not-to-exceed amount \$1,500,000.

PRINCIPAL PLACE OF BUSINESS

Midwest Veterinary Supply, Inc.
Lakeville, MN

ESTIMATED SCHEDULE OF PROJECT

This is an initial one (1) year contract with options to extend the contract for four (4) additional one (1) year periods, with all terms and conditions remaining the same.

FISCAL INFORMATION

These items will be funded from the General Fund Animal Services Account 340001.6336. Requisitions will be issued on an as-needed basis. The budgeted amount of this item is \$1,500,000. The City will only pay for services rendered and is not obligated to pay the full contract amount unless needed.

EXHIBITS

Exhibit 1: Agenda Information Sheet
Exhibit 2: Ordinance and Contract

Respectfully submitted:
Lori Hewell, 940-349-7100
Purchasing Manager

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

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