



Contra
Costa
County

To: Board of Supervisors
From: Beth Ward, Animal Services Director
Date: February 4, 2020

Subject: Purchase Order with Covetrus North America

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Animal Services Director, a purchase order with Covetrus North America in an amount not to exceed \$500,000 for veterinary pharmaceutical supplies and chemicals for the Animal Services Department, for the period January 1, 2020 through June 30, 2021.

FISCAL IMPACT:

Upon approval of this action, the department estimates costs to be \$327,000 per year. These expenses will be funded 37% by User Fees, 54% by City Revenues and 9% by County General Fund.

BACKGROUND:

The department's in-house veterinary medical program requires access to a large variety of pharmaceutical and chemical supplies for the thousands of animals it cares for each year. The Purchasing Department conducted a formal competitive Request for Proposal (RFP) bid process in 2019 on behalf of Animal Services and awarded Covetrus North America the purchase order for FY 2019/2020 and FY 2020/2021.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/04/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: February 4, 2020

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Arturo Castillo
925-608-8470

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this action would impact the department's capacity to provide mandated veterinary medical care for sick and injured animals in the County's two shelters (Pinole and Martinez).