



Huntsville, Alabama

308 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 2/8/2024

File ID: TMP-3842

Department: Finance

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to enter into agreements with the low bidders meeting specifications as outlined in the attached Summary of Bids for Acceptance.

Resolution No.

Finance Information:

Account Number: See additional comments below.

City Cost Amount: \$ Varies based on Contract pricing structures.

Total Cost: \$ Varies based on Contract pricing structures.

Special Circumstances:

Grant Funded: N/A

Grant Title - CFDA or granting Agency: N/A

Resolution #: N/A

Location: (list below)

Address: N/A

District: District 1 District 2 District 3 District 4 District 5

Additional Comments:

Standard of periodic bid utilizes by various departments.

Update of Bids:

Covetrus - Animal Drugs and Supplies (Animal Services)

RESOLUTION NO. 24- _____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, the Mayor be, and he is authorized to accept the low bids meeting specifications and effectuate the following agreements on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreements are substantially in words and figures similar to those certain documents attached hereto and identified herein below. An executed copy of said documents being permanently kept on file in the office of the City Clerk of the City of Huntsville, Alabama.

AGREEMENT BETWEEN THE CITY OF HUNTSVILLE AND:

<u>VENDOR</u>	<u>COMMODITY/SERVICE</u>	<u>AGREEMENT</u>
Covetrus	Animal Drugs and Supplies	One Year W/Extensions

ADOPTED this the 8th day of February, 2024.

President of the City Council of the City of
Huntsville, Alabama

APPROVED this the 8th day of February, 2024.

Mayor of the City of Huntsville, Alabama



HUNTSVILLE

Finance Department
Procurement Services Division

CONTRACT/BID AWARD RECOMMENDATION FORM

TO: Erin Motes **DATE:** 1/25/24
FROM: Stefany McBride **DEPT:** Animal Services
BID #: 21-2024-50 **COMMODITY/SERVICE:** Animal Drugs and Supplies

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND Covetrus

RECOMMENDATION: The City of Huntsville awards the bid to Covetrus for lowest bidder and for percentage discounted.

DESCRIPTION	PRICE	UOM	COMMENT
HW TEST K9	391.80	100 CT	
K9 NOBIVAC DAPPV	129.50	25 CT	
K9 NOBIVAC INTRATR 3	126.25	25 CT	
FEL NOBIVAC HCP	105.25	25CT	
RABIES NOBIVAC 1 YEAR	117.50	50 CT	
RIMADYL CHEW TABS 25MG	175.60	180 CT	
RIMADYL CHEW TAB 100MG	266.20	180 CT	

INITIAL PURCHASE: As needed
FUNDING SOURCE: 1000-50-00000-515161-0000000
TERM OF CONTRACT: One Time
 One Year w/ Additional One Year Extensions as Allowable by State Law
 One Year
 Three Months
 Other (Explain)

APPROVALS:

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

Virgie Graham 1/25/24
 Department Head Date
[Signature] 1.25.2024
 Procurement Manager Date

Email completed form to Procurement@huntsvilleal.gov

