

REQUEST FOR PROPOSALS

Williston Community Animal Rescue
1760 SW 18th Street
Williston, Florida 32696
Phone: 352-528-2223

Veterinary Services for the Williston Community Animal Rescue

RFP # 2023-02

Date of Issue: October 13, 2023

Proposals Due: November 15, 2023

INTRODUCTION

The City of Williston's, Williston Community Animal Rescue (WCAR) is seeking letters of proposal from licensed veterinarians experienced with shelter veterinary medicine and high-volume spay/neuter to provide shelter veterinary medical and surgical services. The successful candidate will have proven surgical and medical skills preferably in a shelter or similar setting, a collaborative spirit, a positive and flexible approach to problem-solving, clear and compassionate communication skills. A high level of professionalism and strong interpersonal skills are required. WCAR plans to award a primary and secondary contract. The secondary contractor would be utilized only as needed, in the event of high volume, unusual circumstances or failure of the primary contractor to perform.

SCOPE OF WORK

Contractor Responsibilities:

- Provide basic veterinary and professional services at your clinic that will include, but are not limited to animal examinations, medical treatment and care, vaccinations, spay and neuter surgery and consultation services.
- Consult with Shelter Director or designee to develop and monitor standard operating procedures that include, but are not limited to, animal health and husbandry; disease outbreak and management and the care of individual animals that are injured or ill.
- Perform examinations, make recommendations, and provide medical care to animals involved in animal cruelty or neglect cases and provide expert testimony regarding same as needed.
- Provide emergency veterinary care to ill and injured animals as requested by the Animal Shelter Manager or designee. The scope of care provided in these situations shall be

limited to life saving measures for the purpose of stabilizing a pet in order to provide an opportunity for the owner of a pet to recover the pet, and to relieve suffering and pain.

- Ensure consistency with current industry standards and best practices for high- volume, high-quality, low cost spay/neuter as recommended by the Humane Alliance and the Association of Shelter Veterinarians Guidelines for Spay/Neuter.
- Maintain a license to practice veterinary medicine that is current and in good standing in the state of Florida as well as the level of expertise and education necessary to keep abreast of current industry standards and practices.
- Be a member in good standing of the American Veterinary Medical Association.

CONTRACT TERMS:

- The contract term will be three (3) years. The contract may be automatically renewed for (2) additional terms of year (1) upon mutual agreement by both parties.
- Modifications and/or changes to the contract including but not limited to cost and services shall be in writing and approved by both the contractor and the City.
- Either party may cancel the contract by providing the other party a (30) day written notice of cancellation.

SELECTION CRITERIA

The factors to be considered in awarding the contract are as follows:

- The contractor's professional experience with shelter medicine and spay neuter
- The contractor's demonstrated ability to meet the requirements under scope of responsibilities
- The contractor's ethical and professional standing
- The contractor's rates for treatment

FEE SCHEDULE

Service	Price
Office Visit/ Exam	
Fecal Exam	
Distemper Test	
Parvo Test	
Medicine Discount %	
DA2PP	
Rabies	
Bordetella	
Parainfluenza	
Lyme	
Leptospirosis	
Spay	
Neuter	
Euthanization	
Other Services Discount %	
Any Additional Services Please Add Below	

SUBMITTAL PROCESS

- Any questions related to this Request for Proposal should be submitted in writing via e-mail to Laura Jones at city.planner@willistonfl.org by November 1, 2023 at 3:00pm EST.
- **Proposals are due on or before 3:00 pm EST on November 15, 2023.** The submittal package should be clearly marked “RFP # 2023-02 Shelter Veterinary Services” and clearly identify the contractor submitting the proposal.
- Proposals shall be addressed to the **attention of Laura Jones, Community Development Manager** at the one of the following addresses:

By Mail or Person:
50 NW Main Street
Williston, FL 32696

CLOSING

All responses submitted become the property of the City of Williston. Submitting a proposal in response to this RFP does not commit City of Williston to award a contract or pay any costs incurred in preparation, or travel to The City of Williston. The City reserves the right to contract with one or more veterinarians. Additionally, the City of Williston reserves the right to cancel this Request for Proposal in part or in its entirety.

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