

ISSUING DEPARTMENT INPUT DOCUMENT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New
 OTR
 Sole Source
 Bid Waiver
 Emergency
 Previous Contract/Project No. FB-00343
Contract
 Re-Bid
 Other – Access of Other Entity Contract
 LIVING WAGE APPLIES: YES NO
 Requisition No./Project No.: BW-10135
 TERM OF CONTRACT 3 YEAR(S) WITH 0 YEAR(S) OTR

Requisition /Project Title: Animal Identification Microchips

Description: Provision of animal identification of microchips, including related products and database registry services by Michelson Found Animal Services Foundation for Animal Services Department. The Department indicated that the Bid Waiver method is necessary for the following reasons: continuing with current vendor thereby eliminating time and expenses associated with training of County staff if a new vendor is awarded; the need to continue ongoing quality assurance review and data verification process that is being performed by current vendor; and the need to avoid disruption in service to the community of pet owners resulting from the application of a new technology. The provision of microchips and related products and services commenced under Contract No. FB-00343 which was awarded to Michelson Found Animal Services Foundation, and is scheduled to expire June 1, 2021. A Bid Waiver is required to prevent any hardships to the Department

Issuing Department: ISD, SPD
 Contact Person: Sophia Cunningham
 Phone: 305.375.4744
 Estimate Cost: \$250,000
 Funding Source:
 GENERAL: General Fund
 FEDERAL: N/A
 OTHER: N.A

ANALYSIS

Commodity Codes:	<u>08075</u>	<u>20837</u>	<u>96206</u>		
Contract/Project History of previous purchases three (3) years					
Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.					
	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>		
Contractor:	<u>Michelson Found Animals I</u>				
Small Business Enterprise:					
Contract Value:	<u>\$446,200</u>				
Comments:					

Continued on another page (s): YES NO

RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
SBE				

Basis of Recommendation:

[Redacted]

Signed: Sophia Cunningham	Date sent to SBD: 5/13/21
	Date returned to SPD: [Redacted]

Funding Sources: General Fund

APPENDIX A – SCOPE OF SERVICES



Animal Identification Microchips

1.0 Introduction

Miami-Dade County as represented by the Animal Services Department (ASD) is seeking to establish a contract for the provision of animal identification microchips, including related products and database registry services. The microchips are offered to patrons for their pets so that retrieving a lost or stolen pet is easier to track. The microchips are registered to each owner and can be scanned by ASD personnel, law enforcement, veterinarians, and any other entities who work with ASD. The Contractor shall provide and maintain pet registration data for all microchips implanted by ASD for ease of reunification with the owner in the event the pet becomes lost or is stolen.

The County anticipates awarding a contract for a three-year period.

1.1 Products/Services

The Contractor shall provide:

- A. Approximately 23,000 Animal Identification Microchip Kits on an annual basis:
 1. Animal Identification Microchip Kits shall include a microchip, a sterile single-use injector system, peel and stick pre-printed labels, enrollment information to a National Pet Recovery system, collar tag and ring with corresponding microchip number and identifying information.
 2. Microchip shall meet the following minimum specifications:
 - i. Use 134.2 kilohertz (kHz) frequency as approved by the U.S. Department of Agriculture (USDA).
 - ii. Have a minimum operating life of twenty five (25) years from date of implant.
 - iii. Include a lifetime registration in a National Pet Recovery system at no additional cost. Enrollment information shall be included with each microchip.
 - iv. Be provided from a company that is compliant with the guidelines issued by the International Organization for Standardization (ISO).
 - v. Be accompanied by a minimum of four (4) peel-and-stick pre-printed labels with the unique alpha-numeric ID with standard UPC markings. The alpha-numeric ID shall not exceed fifteen (15) characters.
 - vi. Be loaded in a sterile single-use injector system and have anti-migration technology that forms a bond with an animal's subcutaneous tissues to help prevent migration.
 - vii. Be passive powered (scanner activated) and be unaffected by x-rays.
 - viii. Be detected and read by current industry standard scanners when used by shelters, clinics, or other personnel.
 3. Sterile single-use injector system shall meeting the following minimum specifications:
 - i. Be compatible with a 134.2 kHz microchip.
 - ii. Have a locking mechanism to prevent retraction of microchip when injected into the animal.

B. Scanners

1. A minimum of forty (40) Radio Frequency Identification (RFID) scanners shall be provided at no cost to the County, to meet operational needs. Delivery of twenty (20) scanners must be within the first ninety (90) days and the remaining twenty (20) throughout the term of the contract as needed by ASD.
2. Scanners shall meet the following minimum specifications:
 - i. Be capable of bi-directional swiping/reading (“forward and backward”).
 - ii. Be capable of reading 125 kHz, 128 kHz, and 134.2 kHz frequencies.
 - iii. Be powered by a rechargeable lithium-ion battery.
 - iv. Have an audio confirmation of successful microchip read.
3. Repairs, loaners or replacements shall be provided within five (5) business days at no cost to the County.
4. For aggressive animals, an additional coil on a waterproof, flexible extension arm that is bite resistant is required as an option to the standard scanner.

C. Database Registry Services

1. Free lifetime registration of all brands and frequencies of microchips, including the capability to register any competitor’s microchip in the registry database.
2. Database shall allow free online microchip lookup tool where a microchip number can be researched.
3. Database shall have the ability to register an unlimited number of microchips or have the capacity to increase registration as requested by ASD.
4. Database shall be compatible with the animal shelters’ “Chameleon” database to allow for automatic exporting/importing of data.
5. Database shall be refreshed monthly to reflect all activity including but not limited to new registrations, returns or re-adoptions.
6. Database shall be accessible to customers 24 hours a day, 7 days a week, 365 days a year, at a minimum, via online access.
7. Technical support shall be available, at a minimum, during regular business hours Monday to Friday, 8:00 A.M. to 5:00 P.M. with live customer support.
8. Initial registration data shall, at a minimum, remain available to ASD for the life of the animal in the event the owner fails to renew registration with the Contractor.
9. ASD shall have recovery and registry service access available at all times.

1.2 Delivery

The Contractor shall make deliveries within seven (7) calendar days after of receipt of the Purchase Order, unless otherwise specified by the County. All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes identified in the Purchase Order shall be adhered to by the Contractor; except in such cases where the delivery will be delayed due to acts of nature, strikes, or other causes beyond the control of the Contractor. The Contractor shall notify the County of any delays in advance of the original delivery date so that a revised delivery schedule can be appropriately considered by the County.

1.3 Acceptance of Products

The products to be provided hereunder shall be delivered to the County, and maintained in full compliance with industry standards and the specifications set forth herein. If the Contractor provides a product that is determined to not meet the specifications herein, either prior to acceptance or upon initial inspection, the product will be returned to the Contractor at the Contractor's expense. At the County's own option, the Contractor shall either provide a direct replacement for the product, or provide a full credit for the returned product. Contractor shall not assess any additional charge(s) for any conforming action taken by the County

1.4 Addition of Products and Services

While the County has listed the major products and services which ASD intends to utilize for its operations, there may be similar products and/or services that need to be purchased during the term of the contract. Under these circumstances, a County representative will contact the Contractor to obtain pricing for the similar products and/or services. The County reserves the right to negotiate pricing or acquire the similar products and/or services through a separate solicitation.