



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** October 13, 2025

SUBJECT: Consider Award of Bid 25-034 to Relief Services for Veterinary Practitioners (RSVP) for Veterinarian Services for a one-year contract with four additional one-year renewal options and authorize the City Manager to execute the contract for an annual amount not to exceed \$76,000.

PRESENTER: Stefanie Martinez, Managing Director

SUMMARY:

City Council is being asked to consider and award Bid 25-034 to Relief Services for Veterinary Practitioners (RSVP) for Veterinarian Services at the Animal Adoption Center and authorize the City Manager to execute the contract for an annual amount not to exceed \$76,000 for the contract period of one year, with four (4) one-year renewal options.

GENERAL DESCRIPTION:

The City of North Richland Hills Animal Adoption Center is required by State law to have all adopted animals spayed or neutered and rabies vaccinated at the time of adoption.

Since FY17 the Neighborhood Services Department has contracted with an area veterinarian for in-house spay/neuter surgeries, rabies vaccination and wellness care for animals in our custody, instead of outsourcing these procedures to local veterinarians which included transporting the animals to and from the veterinarian's office. The change to an in-house contract veterinarian has resulted in costs savings and improved efficiency.

The proposed contract with RSVP would provide a veterinarian at the cost of \$1,200/day and a veterinarian technician to provide an in-house vet services at the Animal Rescue and Adoption Center for \$34/hour in addition to the annual Drug Enforcement Administration license usage fee of \$800. Animal Services estimates 10-15 animals a week require spay/neuter surgeries, and a veterinarian would be able to accomplish this amount 1-day a week. Other costs incurred would be for supplies, equipment and medication. Even though the veterinarian services would be for in-house animals only, the Center could use the contract veterinarian for the low-cost rabies vaccinations, city license and microchip clinics we provide to the public on an increased basis from the currently provided twice/year schedule.



As long as funds are appropriated in the city's annual budget each year, North Richland Hills would be able to take advantage of the available pricing for the current contract year, as well as the four (4) one-year renewals.

Since 2017, RSVP has been the dedicated provider of veterinary services for the Animal Adoption Center. Although our fees have seen a steady increase since that time, these increases remain below what it would cost to return to the practice of transporting the animals to a local vet to perform these services.

Bid No.	Veterinary Cost (Shift)	% Increase	Veterinary Technician Cost (Hour)	% Increase
18-002	\$695	-	\$25	-
21-005	\$875	21%	\$31	19%
25-034	\$1,200	27%	\$34	9%

By continuing our partnership, we can ensure the animals at the center receive consistent, high-quality care while also managing costs effectively.

It is important to note that the North Richland Hills Animal Services Division has seen its live release rate increase every year, for the past 8 years, and has not euthanized a healthy, adoptable dog or cat during that period of time. Only dogs and cats with severe illness, injury, and/or behavioral challenges that pose a risk to public health and/or safety are euthanized. In FY13 the Animal Services live release rate was 58.4%. That rate increased in FY21 when Animal Services recorded its highest ever live release rate of 96.7%. This FY25 Animal Services had a live release rate is 96.5%.

RECOMMENDATION:

Award Bid 25-034 to Relief Services for Veterinary Practitioners (RSVP) for Veterinarian Services at the Animal Adoption and Rescue Center and authorize the City Manager to execute the one-year contract for an annual amount not to exceed \$76,000, with four additional one-year renewal options.