

Mayor and Council Communication

DATE: 03/31/26

M&C FILE NUMBER: M&C 26-0224

LOG NAME: 13P RFP 26-0090 ON-CALL ANIMAL TRANSPORTATION SERVICES CODE GN

SUBJECT

(ALL) Authorize Execution of an Agreement with Paws Up Rescue Transport, LLC for On-Call Animal Transportation Services for an Annual Amount Up to \$200,000.00 for the Initial One-Year Term and Authorize Four One-Year Renewal Options for the Same Amount for the Code Compliance Department

RECOMMENDATION:

It is recommended that the City Council authorize execution of an agreement with Paws Up Rescue Transport, LLC for on-call animal transportation services for an annual amount up to \$200,000.00 for the initial one-year term and authorize four one-year renewal options for the same amount for the Code Compliance Department.

DISCUSSION:

The purpose of this Mayor and Council Communication is to authorize an agreement for on-call animal transportation services for the Code Compliance Department. These services will be utilized for transporting animals from Fort Worth Animal Care and Control (FWACC) facilities to locations that include, but are not limited to, veterinary clinics, recognized transfer partners, and communities with a demand for adoptable pets.

Purchasing issued Request for Proposals (RFP) No. 26-0090 that consisted of detailed specifications describing the requirements for the safe, humane, and timely transportation of animals.

The solicitation was advertised in the *Fort Worth Star-Telegram* on January 28, 2026, February 4, 2026, February 11, 2026, and February 18, 2026. The City received one (1) response.

The bid was evaluated using the best value criteria. An evaluation panel consisting of representatives from the Code Compliance Department and Environmental Services Department reviewed and scored the submittal using the Best Value Criteria. The individual score was averaged for each of the criteria and the final score is listed in the table below. No guarantee was made that a specific amount of services would be purchased.

Bidders	Evaluation Criteria					
	a	b	c	d	e	Total Score
Paws Up Rescue Transport, LLC	19.00	18.00	17.20	10.50	15.00	79.70

Best Value Criteria:

- a. Vendor Qualifications and Experience
- b. Proposed Approach and Service Delivery Plan
- c. Animal Welfare, Safety, and Compliance
- d. Vehicle and Equipment Services
- e. Pricing

After evaluation, the panel concluded that Paws Up Rescue Transport, LLC presented the best value to the City. Therefore, the panel recommends that Council authorize a purchase agreement for on-call animal transportation services to Paws Up Rescue Transport, LLC. Staff certifies that the recommended vendor met the bid specifications.

The annual amount allowed under this agreement will be up to \$200,000.00; however, the actual amount will be based on the needs of the department and available budget.

FUNDING: Funding is budgeted in the Other Contractual Services account within the General Fund for the Code Compliance Department.

AGREEMENT TERMS: Upon City Council approval, this agreement shall begin upon execution and expire one year from that date.

RENEWAL TERMS: This agreement may be renewed for four additional, one-year terms. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

SMALL BUSINESS PROGRAM: A Small Business goal is not assigned to this solicitation/contract because a waiver has been approved by the department's Assistant City Manager, in accordance with the City's Small Business Ordinance.

ADMINISTRATIVE CHANGE ORDER: An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the General Fund to support the approval of the above recommendation and award of the contract. Prior to any expenditure being incurred, the Code Compliance Department has the responsibility to validate the availability of funds.

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