

REQUEST FOR PROPOSALS

- 26. Approve Amendment #2 to RFP-4107-01/GMG – General Veterinary Services Agreement, with Susan I. Wayne, D.V.M. d/b/a Murphy Veterinary Clinic, Sanford (Increase Number of Hours per Week).**

RFP-4107-01/GMG provides for basic veterinary services for all animals in the custody of the County Animal Services Division. In accordance with the scope of services, the veterinarian can work no more than nine (9) hours per week. During the budget process, the Board of County Commissioners approved the Division's request of increasing the maximum number of hours to twelve (12) hours per week, with no change to the compensation rate of \$60.00 per hour. Amendment #2 will provide for the revision of the scope of services to accommodate the additional hours. The estimated annual usage of the contract is \$37,440.00.

Public Safety/Animal Control Division and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the amendment and authorize the County Manager to execute the amendment as prepared and approved by the County Attorney's Office.

**SECOND AMENDMENT TO GENERAL VETERINARY SERVICES AGREEMENT
(RFP-4107-01/GMG)**

THIS SECOND AMENDMENT is made and entered into this _____ day of _____, 20____ and is to that certain Agreement made and entered into on the 19th day of April, 2001, as amended on May 2, 2002 between **SUSAN I. WAYME, D.V.M.**, whose address is 2620 Orlando Drive, Sanford, Florida 32771, hereinafter referred to as "VET" and **SEMINOLE COUNTY**, a political subdivision of the State of Florida, whose address is Seminole County Services Building, 1101 East First Street, Sanford, Florida 32771, hereinafter referred to as "COUNTY".

W I T N E S S E T H:

WHEREAS, the VET and COUNTY entered into the above-referenced Agreement on April 19, 2001, as amended on May 2, 2002, for general veterinary services for the Seminole County Animal Services Division; and

WHEREAS, the parties desire to amend the Agreement so as to enable both parties to continue to enjoy the mutual benefits it provides; and

WHEREAS, Section 17 of the Agreement provides that any amendments shall be valid only when expressed in writing and duly signed by the parties,

NOW, THEREFORE, in consideration of the mutual understandings and agreements contained herein, the parties agree to amend the Agreement as follows:

1. Exhibit "A" of the Agreement, Scope of Services, is hereby deleted and Exhibit "A," attached hereto is substituted therefore.

2. This Amendment shall be effective October 1, 2005, notwithstanding the dates it is executed by the parties.

3. Except as herein modified, all terms and conditions of the Agreement shall remain in full force and effect for the term of the Agreement, as originally set forth in said Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this instrument for the purpose herein expressed.

SUSAN I. WAYNE, D.V.M.
d/b/a MURPHY VETERINARY CLINIC

Witness

By: _____

Witness

Date: _____

WITNESSES:

SEMINOLE COUNTY, FLORIDA

By: _____

J. KEVIN GRACE, County Manager

Date: _____

For the use and reliance
of Seminole County only.

Within authority of Resolution
No. 93-R-71 adopted February 23,
1993.

Approved as to form and
legal sufficiency.

County Attorney

AC/lpk
8/24/05
2am-rfp-4107

Attachment:

Exhibit "A" - Scope of Services

SCOPE OF SERVICES

Amendment #2

I. Purpose:

Seminole County Department of Public Safety/ Animal Services Division requires the services of a Doctor of Veterinary Medicine with current uninterrupted license for the past five (5) years issued by the State of Florida, licensed to do business in the State of Florida and in Seminole County to perform services at the facility site.

II. Scope of Work:

Part I

1. Services provided on an on call basis during regular business hours.
2. Services provided at the Animal Services facility site. Services may be provided at the veterinarian's clinic site due to an animal suffering severe sickness and/or injury but only with the prior approval of the veterinarian and the Animal Services Division Manager or his designee.
3. Anticipated hours per week are three (3) hours minimum and up to twelve (12) hours maximum but hours may exceed the maximum.

Part II

1. Provide basic veterinary services to all animals in the custody of Seminole County Animal Services to include but not limited to health evaluation, and the examination and treatment of sick and/or injured animals.
2. Administer rabies vaccination to all dogs and cats available for adoption contingent on the animal's age.
3. Administer rabies vaccination to all dogs and cats held in quarantine due to a bite investigation contingent on the animal owner's inability to prove a current vaccination.
4. Administer rabies vaccination to all dog and cats reclaimed by their owner contingent on the animal owner's inability to prove a current vaccination.
5. Provide training services for Associate Technicians in the area of health evaluation, disease recognition, injury assessment, and treatment recommendation.
6. Provide training services for Animal Services Officers and Team Members in the area of administering animal first aid.
7. Provide technical consultation services to the Team Leader of the shelter operation and to the Animal Services Manager.

8. Participate in quarterly review of provided services with the Animal Services Manager.
9. The County may, in its discretion, request veterinarian to perform services outside the services enumerated herein. In such case the veterinarian will submit a separate itemized invoice as to services.

Part III

1. Provide veterinarian license number to the Animal Services Division for use in the procurement of drugs and supplies.
2. Veterinarian may use drugs and supplies purchased for his private practice and will charge Animal Services his cost for those drugs and supplies and must show proof of his cost by invoice, statement, etc.

Part IV

1. The veterinarian must adhere to the Seminole County Animal Services procedures and guidelines and any and all other applicable state or local laws, ordinances, rules or regulations.

Part V

1. The veterinarian shall be free to use the time in which he is not obligated to the County under the terms of his contract in any manner he chooses, so long as it does not interfere with his obligations and duties to the County.
2. The veterinarian shall not use the Animal Services facility site for courses, interns, lectures, continuing education demonstrations and/or classes, tours, or any activity related to his outside employment without the prior written permission of the Animal Services Manager. The manager may, in his discretion, deny requested use of the facility. Any and all participants of any such program shall be fully insured before participating in any program at the Animal Services facility site.

Part VI

1. The veterinarian shall not make statements about or make comments involving the Animal Services Division and/or the facility to any person involved with the media, advertising campaigns, and promotional and/or public awareness campaigns without prior approval of the Animal Services Manager.
2. The veterinarian shall not speak to or consult with the media on behalf of the Animal Services Division without prior approval of the Animal Services Manager. Any and all contact made by media and/or other community programs; campaigns, promotions, advertisements, and/or other actions which may affect the Animal Services Division shall be promptly reported to the Animal Services Manager.

Part VII

- 1.** The veterinarian shall keep records of each service provided which are sufficiently detailed to enable the County to verify services performed. The veterinarian shall sign any and all forms necessary verifying actions taken.