



Report Procurement Division

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Report To:	PS Reports - CAO Approve Only
Report Number:	Procurement Division-033-25
Report Date:	July 9, 2025
Submitted By:	Mandy Chong, Manager, Procurement
Approved By:	Mary-Anne Dempster, CAO
File Number:	CL2025-27
Report Subject:	Veterinary Services – Summer Recess Report – Summer Council Recess Report

Recommendations:

It is respectfully recommended to the Chief Administrative Officer the following:

1. That Bowmanville Veterinary Clinic with a bid amount of \$84,368.17 (Net HST Rebate) being the lowest bidder meeting all terms, conditions and specifications of CL2025-27 be awarded the contract for the provision of veterinary services as required by Animal Services Division; and
2. That pending satisfactory service that the Manager, Procurement, in consultation with the Deputy CAO, Legislative Services, be authorized to extend the agreement for up to four additional one-year terms.

1. Background

- 1.1 The Municipality is responsible for the health and welfare of animals that come into our care within our jurisdiction.
- 1.2 Animal Services requires the services of a qualified Veterinarian to meet legal obligations under animal welfare legislation and to ensure humane treatment of animals in their care.
- 1.3 Timely access to veterinary care is critical for managing injuries, illnesses, and routine health checks, especially in shelter environments. Veterinary oversight helps prevent the spread of zoonotic diseases, protecting both animal and human population. Contracted services ensure a consistent level of care, with clearly defined service standards and response times.
- 1.4 Tender specifications were prepared and provided by the Legislative Services – Animal Services Division.
- 1.5 Tender CL2025-27 was prepared and issued by the Procurement Division. The tender was posted electronically on the Municipality's website and locally veterinarians were advised of the opportunity. The tender closed on May 15, 2025.
- 1.6 In view of the Summer Council Recess, authorization is requested to award the above contract in accordance with [Procurement By-Law #2024-052, Section 68](#), Council Recess Procedures.

2. Analysis

- 2.1 Two (2) companies registered as plan takers. One (1) submission was received by closing time and was deemed compliant.
- 2.2 After review and analysis by the Animal Services and the Procurement Division, it was mutually agreed that the lowest compliant bidder, Bowmanville Veterinary Hospital met the requirements and be recommended for the award of tender CL2025-27.

3. Financial Considerations

- 3.1 The estimated funds required for this contract in the amount of \$84,368.17 (Net HST Rebate) and will be drawn from the 2025 operating budget and be included in the appropriate operating budget accounts for each year. The cost shown is an estimate only as services will be required on an as needed basis.

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- 3.2 Pricing submitted for these services is to remain firm for the first year of the contract. Should the contract be extended for additional years, the unit prices would be adjusted on the anniversary date of the contract award by the annual percentage change in the most recent issuance of the Consumer Price Index (CPI), All Items, Ontario as published by Statistics Canada and remain firm for the contract year.
- 3.3 The estimated contract value for 5 years is \$421,840.84 (Net HST Rebate) based on basic services and medicine that has been required in the past. The shelter has also begun to sterilize dogs prior to adoption and raised adoption fees to cover the increased cost. The budget does not reflect this adjustment yet.

Description	Account Number	Amount
ANIMAL SERV. / UNASSIG'D / VET SERVICES	100-19-190-00000-7162	\$84,368.17

Staff Contact: Mandy Chong, Manager, Procurement, 905-623-3379 ext. 2209 or mchong@clarington.net.

Attachments:

Attachment 1 – Bid Summary

Attachment 1 to Report **Procurement Division-033-25** – Bid Summary

Municipality of Clarington

Summary of Bid Results

Tender CL2025-27**Veterinary Services**

Bidder	Total Bid for 5 year term (Including HST)	Total Bid 5 year term (Net HST Rebate)
Bowmanville Veterinary Clinic	\$468,435.68	\$421,840.84