



## Agenda Item Summary

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**File #: 23-00329**

**Agenda Date: 7/11/2023**

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**Agenda Item Name:**

**Award of Invitation to Bid (ITB) 23-419 Purchase, Delivery and Set-up of Digital X-Ray Machine and Equipment to Sound Technologies, Inc., in the amount of \$73,160.69 for Animal Resources.**

**Presenter:**

Julie Johnson, Animal Resources Director, 352.264.6890

Theodore White, Procurement Manager, 352.374.5202

**Description:**

Solicitation Award and issuance of Purchase Order Request for ITB 23-419 Purchase, Delivery and Set-up of Digital X-Ray Machine and Equipment to Sound Technologies, Inc. and approval of attached budget amendment to reallocate the needed funds into the correct account.

**Recommended Action:**

Approve the Solicitation Award and issuance of a Purchase Order for ITB 23-419 Purchase, Delivery and Set-up of Digital X-Ray Machine and Equipment to Sound Technologies, Inc. in the amount of \$73,160.69, for Animal Resources. Also approve Budget Amendment 2023-2823 to reallocate budget within the General Fund for this equipment.

**Prior Board Motions:**

N/A

**Fiscal Note:**

Approval of Budget Amendment 2023-2823 will reallocate budget within General Fund Special Expense to cover this purchase, using account codes 001.04.0490.519.49.00 (disposal of old equipment) and 001.04.0490.519.64.00 (purchase of new equipment).

**Strategic Guide:**

All Other Mandatory and Discretionary Services

**Background:**

The X-Ray machine is a critical component to our Animal Resources Veterinary Care Team. The Team uses the machine to diagnose, recommend treatment and follow up forensically in cruelty cases. The Ultrasound Component will help Animal Resources with additional diagnostic tools in the same capacity.

Some parts no longer exist for the outdated X-Ray machine. The pictures are fuzzy if it works, and staff cannot send files digitally to other Veterinary Care Teams. The physical X-ray table was donated prior to 2010 and the trade-in will be pickup.

ITB 23-419 Purchase, Delivery and Set-up of Digital X-Ray Machine and Equipment was released May 17, 2023. The deadline for receipt of ITB 23-419 Purchase, Delivery and Set-up of Digital X-Ray Machine and Equipment was June 7, 2023; one (1) vendor responded.