



Memorandum
Department of Health

OnBase ID# 112759

DATE: December 23, 2025

TO: The Honorable Board of Acquisition and Contract

FROM: Sherlita Amler, M.D.
Commissioner, Department of Health

SUBJECT: Resolution authorizing the County of Westchester to enter into agreements with the SPCA of Westchester, Inc. and Violi Veterinary Care PLLC d/b/a Stamen Animal Hospital, for the provision of free pet rabies vaccination clinics for Westchester County residents, for a term commencing on January 1, 2026 and continuing through December 31, 2028, for an aggregate amount not to exceed \$25,000.00 per year, for a total aggregate amount not to exceed \$75,000.00, payable in accordance with an approved rate schedule for each of the agreements.

Attached for your consideration is a Resolution which, if approved by your Honorable Board, would authorize the County of Westchester (“County”), acting by and through its Department of Health (“Department”), to enter into two (2) agreements (the “Agreements”) with SPCA of Westchester, Inc. (“SPCA”) and Violi Veterinary Care PLLC d/b/a Stamen Animal Hospital (“Violi” and together with SPCA, collectively, the “Contractors”), pursuant to which the Contractors will provide free pet rabies vaccination clinics for Westchester County residents (the “Services”), for a term commencing on January 1, 2026 and continuing through December 31, 2028, for an aggregate amount not to exceed \$25,000.00 per year, for a total aggregate amount not to exceed \$75,000.00, payable in accordance with an approved rate schedule for each of the Agreements.

By way of background, New York State Public Health Law (“PBH”) § 2145 designates the Department as responsible for providing the services and expenses necessary for the suppression of human rabies. Moreover, PBH § 2145 requires the Department, as part of these suppression efforts, to operate free rabies vaccination clinics for dogs, cats, and domesticated ferrets owned by persons with local residence at least once every four months. It should be noted that the Department is unable to conduct these free rabies vaccination clinics, as its lacks the requisite facilities and trained staff necessary to do so.

The goals and objectives of the proposed Agreements are therefore to retain contractors who are qualified to perform free rabies vaccination clinics as required pursuant to PBH § 2145. The goals and objectives are in the best interests of the County because without the Services provided by the Contractors, the County would be unable to effectively adhere to the legal

requirements of the New York State Public Health Law. The performance of the Agreements will be tracked and monitored by the Department.

In accordance with Section 5(b) of the Westchester County Procurement Policy and Procedures (the “Procurement Policy”), on November 5, 2025, the Department issued a Request for Quotations (“RFQ”) to solicit price quotes from qualified vendors to provide the Services. The Department sent the RFQ to four (4) vendors that customarily provide such services. Of those four (4) vendors, only two (2), SPCA and Violi, submitted an offer. Following a careful review of the offers received, the Department determined that awarding contracts to both Contractors was in the best interest of the County.

Accordingly, authority is respectfully sought for the County of Westchester to enter into the Agreements.

SA/DC/sjc
Attachment

RESOLUTION

Upon a communication from the Commissioner of the Department of Health, be it hereby:

RESOLVED, that the County of Westchester (the “County”), acting by and through its Department of Health, is hereby authorized to enter into agreements (the “Agreement”) with SPCA of Westchester, Inc. and Violi Veterinary Care PLLC d/b/a Stamen Animal Hospital (collectively, the “Contractors”), pursuant to which the Contractors will provide free pet rabies vaccination clinics for Westchester County residents, for a term commencing on January 1, 2026 and continuing through December 31, 2028, for an aggregate amount not to exceed \$25,000.00 per year, for a total aggregate amount not to exceed \$75,000.00, payable in accordance with an approved rate schedule for each of the Agreements; and be it further

RESOLVED, that the Agreements are subject to County appropriations; and be it further

RESOLVED, that the Agreements are also subject to further financial analysis of the impact of any New York State Budget (the “State Budget”) proposed and adopted during the term of the Agreements. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate the Agreements or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractors, then the Contractors shall have the right to terminate the Agreements upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly authorized designee be, and hereby is, authorized and empowered to execute any and all documents and take any actions necessary to effectuate the purposes hereof.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	27	0010-8120	4443-04		\$75,000.00

Budget Funding Year(s): 2026-28 Start Date: 1/01/2026 End Date: 12/31/2028

Funding Source Tax Dollars: \$48,000.00
State Aid: \$27,000.00
\$75,000.00 Federal Aid: _____
(must match resolution) Other: _____