



**COUNTY OF HENRICO  
DEPARTMENT OF FINANCE  
PURCHASING DIVISION  
CONTRACT EXTRACT  
NOTICE OF AWARD**

DATE:	December 9, 2025
CONTRACT COMMODITY/SERVICE: <i>(include contracting entity if cooperative)</i>	Routine Veterinarian Services for Police Animal Shelter
CONTRACT NUMBER:	2890A
COMMODITY CODE:	961.86
CONTRACT PERIOD:	January 1, 2026 through December 31, 2026
RENEWAL OPTIONS:	4 Additional 1 Year Period through 2030
USER DEPARTMENT:	Police
Contact Name:	Dawn VerDouw, Katrina Moore; cc: Geoffrey Greene
Phone Number:	804-727-8801, 804-501-4846
Email Address:	<a href="mailto:Ver70@henrico.gov">Ver70@henrico.gov</a> , <a href="mailto:moo116@henrico.gov">moo116@henrico.gov</a> ; cc: <a href="mailto:gre56@henrico.gov">gre56@henrico.gov</a>
HENRICO COOPERATIVE TERMS INCLUDED:	Yes - Internal
SUPPLIER: Name:	NVA Chenault Veterinary Management LLC
Address:	8310 Bell Creek Road
City, State:	Mechanicsville, VA 23116
Contact Name:	Nicole Ryan
Phone Number:	804-730-8545
Email Address:	<a href="mailto:Nicole.ryan@NVA.com">Nicole.ryan@NVA.com</a>
ORACLE SUPPLIER NUMBER:	426208
BUSINESS CATEGORY:	Non-SWaM
PAYMENT TERMS:	Net 30
DELIVERY:	As needed and Requested
FOB:	Destination
BUYER: Name:	Leisel Collins
Title:	Purchasing Manager
Phone:	804-501-5687
Email:	<a href="mailto:COL119@henrico.gov">COL119@henrico.gov</a>

**This contract is the result of a competitive solicitation issued by the Department of Finance, Purchasing Division. A requisition must be generated for all purchases made against this contract and the requisition must reference the contract number.**

**PRICE SCHEDULE – CONTRACT NO. 2890A**

<b>ITEM NO.</b>	<b>DESCRIPTION OF SERVICES</b>	<b>PRICE (per animal)</b>
1.	Office/Clinic visit including initial examination and first 24 hours of hospitalization (if required)	\$ 57.29
2.	IV catheter (placement and set-up)	\$ 64.71
3.	IV fluid (per liter)	\$ 16.18
4.	Injection to treat shock	\$ 20.16
5.	Injection to treat pain	\$ 22.28
6.	Injection (antibiotic)	\$ 16.71
7.	Splint application (splint and/or bandage)	\$ 57.56
8.	Anesthesia	\$ 38.04 – 105.56
9.	Hospitalization (per day after initial 24 hour stay)	\$ 45.52

**ADDITIONAL SERVICES:**

<b>DESCRIPTION OF SERVICES</b>	<b>PRICE</b>
Service at Rabies Clinics (Price per hour) (If offering the Service for free, please indicate \$0) <b>NOTE: Owner of animals will be required to pay for the Rabies Services.</b>	\$ 233.40
X-Ray (Requires Animal Protection Supervisor Approval)	\$ 127.84
Ultrasounds (Requires Animal Protection Supervisor Approval)	\$ 159.14
Court Appearance for expert testimony (per day)	\$ 1,060.90

If offering discounts, provide discount percentage off the price for products or services not identified in this contract. 15%

## **SCOPE OF WORK/SERVICES**

### **A. Technical Specifications.**

1. The Successful Bidder shall provide routine veterinarian services during normal working hours in a veterinarian's office/clinic for the treatment of injured animals. In addition to the treatment of animals for routine services, the Successful Bidder shall provide consultative services to the Police Animal Shelter and meet with County of Henrico Police officials on animal care issues on an as needed basis.
2. The Successful Bidder shall provide quality and proper treatment for sick and/or injured animals in the care/custody of the County of Henrico Police Animal Shelter is a priority.
3. The Successful Bidder shall provide consultative services by telephone to Animal Protection Police Officer in the field in the case of emergency regarding the fitness of dog(s) for duty, as requested. The determination as to the animals selected for routine or emergency services rests solely with the Animal Protection Police Lieutenant or their designee. Each animal to be treated will be identified by an Animal Incident Report Number. (AIR Number.)
4. The Successful Bidder shall respond to a location to assist the County Police Department with any animal related problem that may threaten the safety and security of a Police operation, as required.
5. The Successful Bidder shall provide an expert in the field of veterinarian medicine to testify in cruelty and neglect cases at the Henrico County Courts when needed.
6. The Successful Bidder shall provide all services, equipment, and maintain an adequate supply of all drugs required in the performance of routine or emergency treatment. With the exception of the office/clinic charges, the cost for performing all services shall be inclusive, no other cost will be allowed.
7. The Successful Bidder shall provide routine services for animals during normal working hours as follows:
  - a. Annual examinations and vaccinations.
  - b. Dispense prescriptions and non-prescriptions medications such as once-a-month heart worm and flea/tick medications, as needed.
  - c. Maintain complete veterinary history on canines including treatments, evaluation and prescriptions. Veterinary records stay at the veterinary place of business but shall be accessible on request by the County employees.
  - d. Dispense medications for a drug contact antidote kit for each canine to include but not limited to: narcan, injectable valium, ampule morphine, optic solution, and epinephrine. Canines are trained to locate illegal narcotics. Since they are trained in aggressive alert they occasionally ingest the drugs. By policy, canine handlers are equipped with an antidote kit for life threatening situations. Drugs which a canine might come into contact with are marijuana, cocaine, heroine, methamphetamine, as well as many other possible poisons.
  - e. Number of animals that may require service could range between 0 - 25 per month.
8. The Successful Bidder shall conduct four (4) rabies clinics during the contract period. The clinics will be held at locations determined by the Henrico County Animal Protection Police Supervisor. The Successful Bidders shall supply all vaccine, certificates and syringes. Owner of the animals will be required to pay for the rabies service.

### **B. General Requirements**

1. Bidders are invited to submit bids for routine and/or emergency veterinarian services.
2. The Successful Bidder shall comply with all Federal, State and local laws, regulations, or directives governing the use, storage and disposal of all drugs, medical supplies and equipment required to perform routine services.
3. The Successful Bidder shall be licensed to practice veterinary services within the Commonwealth of Virginia.

4. After execution of the contract, an on-boarding meeting with the Successful Bidder and the County's authorized representatives will be held within ten (10) days to address any questions related to routine services, discuss procedures, authorized representative contact inform, and all other pertinent information.

**C. Delivery Requirements**

1. The County will make reasonable requests for services from the Successful Bidders.
2. The County will provide assistance to the Successful Bidders or his/her designee during medical treatment.
3. Police Animal Shelter personnel will transport and present animals to and from the Successful Bidder's place of business (veterinarian's office/clinic) for treatment.
4. Police Animal Shelter personnel will provide animal identification number for billing.

**D. Invoicing Requirements**

1. The Successful Bidder shall submit invoices on a monthly basis after services have been rendered. A complete, itemized invoice with detailed which shall include date of service, treatment description, animal identification number, contract number, and purchase order number as supplied by the County.
2. Invoices should be sent to:

County of Henrico  
Attn: Police Animal Shelter  
P. O. Box 90775  
Henrico, VA 23273-0775



COMMONWEALTH OF VIRGINIA

# County of Henrico

## Services Contract Contract No. 2890A

This Services Contract (this “Contract”) entered into this 24<sup>th</sup> day of November 2025, by the County of Henrico, Virginia the “County”) and NVA Chenault Veterinary Management, LLC, a Virginia limited liability company, and its successors it assigns (the “Contractor”).

**SCOPE OF CONTRACT:** The Contractor shall furnish all materials, equipment, and labor necessary to provide routine veterinarian services for police animal shelter to the County as set forth in the Contract Documents.

**COMPENSATION:** The compensation the County will pay to the Contractor under this Contract is in Appendix A.

**CONTRACT TERM:** The Contract term shall be for a period of one year beginning January 1, 2026 and ending December 31, 2026. The County may renew the Contract for up to 4 additional one-year terms giving 30 days’ written notice before the end of the term unless Contractor has given the County written notice that it does not wish to renew at least 90 days before the end of the term.

**CONTRACT DOCUMENTS:** This Contract hereby incorporates by reference the documents listed below (the “Contract Documents”) which shall control in the following descending order:

1. This Services Contract between the County and Contractor.
2. Invitation for Bid No. 25-2890-10LOC, dated October 3, 2025 (as modified by any addenda).
3. The Contractor’s bid dated October 16, 2025.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound hereby.

NVA Chenault Veterinary Management, LLC  
8310 Bell Creek Road  
Mechanicsville, VA 23116

Nicole Ryan  
NicoleRyan (Nov 26, 2025 14:05:59 EST)

Signature

Nicole Ryan  
Hospital Manager

11/26/2025

Date

County of Henrico, Virginia  
P.O. Box 90775  
Henrico, VA 23273-0775

Oscar Knott

Signature

Oscar Knott, CPP, CPPO, NIGP-CPP, VCO  
Purchasing Director

12/04/2025

Date

APPROVE AS TO FORM

Assistant

11/25/2025

Assistant County Attorney

**APPENDIX A**

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