



CITY COUNCIL AGENDA REPORT

MEETING DATE: JULY 3, 2007

ITEM NUMBER:

SUBJECT: ANIMAL SHELTER SERVICES

DATE: MAY 17, 2007

FROM: POLICE DEPARTMENT

PRESENTATION BY: SGT. PHIL MYERS, ANIMAL CONTROL SUPERVISOR

FOR FURTHER INFORMATION CONTACT: SGT. PHIL MYERS AT 714-754-5074

RECOMMENDATION:

1. Award RFP No. 1110 for animal shelter and related services for one year with an additional four (4) one year extensions to City of Irvine, PO Box 19575, Irvine, California, 92623 in the amount not to exceed \$150,000 per year.
2. Authorize the Mayor and the City Clerk to execute the Professional Services Agreement for the contract.
3. Approve the attached budget adjustment BA #08-003 for \$100,000 to increase appropriations for an increase in animal shelter and related services contract.

BACKGROUND:

In September 2002, the City contracted with the Orange County Humane Society (OCHS) to provide animal shelter and related services for three years. In March 2003, the animal shelter was sold to Dr. Samir Botros, DVM. Due to the change in ownership, a new contract was signed in January 2004 for an additional three years with the new owner. On November 28, 2006, a letter was sent to OCHS to inform Dr. Botros, DVM that the three-year agreement would be expiring on December 31, 2006, and that City was interested in continuing services on a month-to-month basis during the time required for the formal bidding process for these services. On November 30, 2006, the City received a letter from Dr. Botros, DVM agreeing to a month-to-month contract at the cost of \$4,250 per month.

In January 2007, Police staff became aware that OCHS intended to begin reconstruction of the animal shelter facilities. Due to the potential impact that the remodel of the animal shelter could have on the service provided to the City, the City of Costa Mesa entered into a contract with the City of Irvine for temporary animal care services and canceled the month-to-month contract with OCHS in January 2007. The City of Irvine has extended the current temporary animal control services through June 30, 2007.

The County of Orange was unable to submit a proposal in response to the RFP for animal shelter services; however the County extended an opportunity for the City of Costa Mesa to participate in the Master Agreement for animal shelter services. The estimated costs for the first year of the contract would be \$212,464. To enter into an agreement with the County of Orange, the City would have to reject the proposals received. Staff does not recommend this alternative at this time because two responsive proposals were received and the cost offered through the County's Master Agreement is significantly higher.

FISCAL REVIEW:

The total cost for animal shelter and related services is based on the actual number of animals processed through the City of Irvine. Based on the numbers provided by the Police Department the total should not exceed \$150,000 per year.

The Proposed FY 2007-08 Budget provides \$50,000 for animal shelter services. If this contract is approved by City Council, an additional \$100,000 will be needed to fund the animal shelter services contract. The attached budget adjustment #08-003 increases appropriations for this purpose.

As part of this agreement, Costa Mesa animal owners will be required to pay the same impound fees as Irvine Animal Owners. The new fees will be \$40 - First Impound, \$60 - Second Impound, \$90 - Third Impound. This is an increase over the city's current impound fee of \$25, which is the lowest in the county.

ADDITIONAL INFORMATION:

The Irvine Animal Shelter will accept, from either Costa Mesa Animal Control or Costa Mesa citizens, "owner relinquished" animals under the same space available guidelines afforded Irvine residents.

The Irvine Animal Shelter has a veterinarian on contract and is planning to add a veterinary to their staff in Fiscal Year 2007-2008.

The Irvine Animal Shelter will assist us in licensing to the extent of charging for licenses of animal s adopted by Costa Mesa residents and/or animal s impounded and subsequently picked up by its owner. The Irvine Animal Shelter will charge us a \$2.50 license process and handling fee.

According to a third party consultant hired by The City of Irvine, The Irvine Animal Shelter is one of the top ten animal shelters in the state.

LEGAL REVIEW:

The City Attorney's office has reviewed and approved the attached Professional Services agreements as to form.

CONCLUSION:

It is recommended that City Council award RFP No. 1110 for animal shelter services to the City of Irvine for a not to exceed amount of \$150,000.00 per year and to authorize the Mayor and the Deputy City Clerk to execute the Professional Services Agreement.

CHRIS SHAWKEY
Chief of Police

DEBBIE DOBROTT, CPPB
Purchasing Supervisor

Attachments: [Attachment I – RFP](#)
[Attachment II – Budget Adjustment # 08-003](#)
[Attachment III – RFP Response – Irvine Animal Care Center](#)
[Attachment IV – RFP Response – Orange County Humane Society](#)
[Attachment V – County Wide Animal Impound Fee Survey dated
May 10, 2007](#)
[Attachment VI - Professional Services Agreement](#)

Distribution: Deputy City Clerk