

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

143



FROM: EXECUTIVE OFFICE

SUBMITTAL DATE:
February 3, 2004

SUBJECT: Professional Services agreement with the Humane Society of the United States.

RECOMMENDED MOTION: The Board of Supervisors authorize the County Purchasing Agent to negotiate and execute a professional Services agreement on behalf of the County not to exceed \$25,000 with the Humane Society of the United States (HSUS) for an audit of the Riverside County Department of Animal Services.

BACKGROUND: On December 16, 2003, the Board of Supervisors directed the Executive Office to solicit proposals for an independent, expert audit of the Department of Animal Services. A request for proposals (RFP) was distributed to national and local organizations with expertise in assessing animal control operations. The RFP was also posted on the County Purchasing Department's internet website. The deadline for proposals was January 23, 2004.

(Continued on Page 2)

Dan Martinez

Dan Martinez, Senior Management Analyst

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 25,000	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ 25,000	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	FY 03/04

SOURCE OF FUNDS: Community Health Agency budget	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature *Barbara Krenmore*

Policy
 Policy
 Consent
 Consent
 Dept's Recomm.:
 Per Exec. Ofc.:

Prev. Agn. Ref.: 12/16/03 Item 3.2 | District: All | Agenda Number:

**ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD**

3.4

Board of Supervisors

Form 11: Professional Services agreement with the Humane Society of the United States.

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BACKGROUND (Continued)

Two proposals were received: one from Harvey M. Rose Accountancy Corporation and the other from the Humane Society of the United States (HSUS). The HSUS proposal presented the lower of the two bids. Staff from the County Executive Office, the County Purchasing Department and the City of Riverside reviewed the two proposals and recommend HSUS for the audit of the County Department of Animal Services.

The principal reason for the recommendation is the experience that HSUS has in the field of animal services. Based out of Washington, D.C., HSUS has developed the professional Animal Services Consultation Program which includes an objective, comprehensive assessment of animal care, control, and sheltering services by a team of experts specifically tailored to meet the individual requesting agency's needs. HSUS has conducted animal services consultations for at least 21 agencies throughout the United States since 1998. California agencies that have contracted for these services in the past include the City of Hesperia Animal Control, the San Diego County Department of Animal Control, and Placer County Animal Control Services. Positive feedback was received from all reference checks that were made. The complete consultation process will take up to five months from the date the agreement is executed to delivery of the final report. Attachment A is a complete overview of the program.