

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

317



FROM: Community Health Agency Department of Animal Services

SUBMITTAL DATE:
11/29/04

SUBJECT: Approval of the Third Amendment to the contract with Ramona Animal Shelter for sheltering services.

RECOMMENDED MOTION: That the Board of Supervisors:

- 1) Ratify the third amendment to the sheltering services agreement with Ramona Animal Shelter in the amount of \$246,165 for the performance period of July 1, 2004 to June 30, 2005 with the potential of two, one year extensions;
- 2) Authorize the Chairperson to execute four (4) copies of the amendment;
- 3) Direct the Auditor-Controller to make the budget adjustment as detailed in Schedule A;
- 4) Authorize the Purchasing Agent to renew the agreement annually on behalf of the County up to two (2) additional years; and

(Continued)

Roger Umhinski II, Acting Director for Animal Service

RG:gm:td

FINANCIAL DATA

Current F.Y. Total Cost:	\$ 246,165	In Current Year Budget:	Partially
Current F.Y. Net County Cost:	\$ 124,218	Budget Adjustment:	Yes
Annual Net County Cost:	\$ 124,218	For Fiscal Year:	04/05

SOURCE OF FUNDS: 29.2% revenue from City of Hemet contract, 18.5% revenue from City of San Jacinto, 1.8% revenue from City of Calimesa contract, and 50.5% General fund

Positions To Be Deleted Per A-30	<input type="checkbox"/>
Requires 4/5 Vote	<input checked="" type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature

Purchasing: **Director**
 Departmental Confidentiality **Deputy**
 12/1/04
 FISCAL PROCEDURES APPROVED
 ROBERT E. BYRD, Auditor-Controller

Dep't Recomm.: Consent Policy
 Per Exec. Ofc.: Consent Policy

Prev. Agn. Ref.: 7/31/01, 3.12;
6/03/03, 3.37; 8/26/03, 3.9

District: All

Agenda Number:

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

COUNTY OF RIVERSIDE
 DEC - 1 10 21
 OFFICE
 REGISTRE

3.5

RECOMMENDED MOTION (cont'd):

- 5) Authorize the Purchasing Agent to amend the agreement and to move dollars between the years to accommodate fluctuations in demand for services originally contracted to the extent the total for all three years is not exceeded, and the yearly dollar amount does not exceed 10% of the annual total.

BACKGROUND:

Riverside County is responsible under state law under California Food and Agriculture code sections 31105 and 31106 and Riverside County Title 6 for providing animal control services and shelter services. Ramona Animal Shelter (RAS) shelters domestic companion animals, provides spay and neuter services at an on-site clinic and provides adoption services for sheltered animals RAS is the only shelter in the Central area of Riverside County with adequate facilities to care for livestock , having an on-site clinic, and providing adoption services for sheltered animals. None of the Riverside County owned shelters are equipped to care for large animals.

RAS requested, for Fiscal Year 04/05, a significant increase in the intake rate due to increased cost for personnel, workers compensation insurance, benefits and supplies. They also requested fee increases and additional fees for special handling of livestock, fowl, some breeds of dogs, rodents, reptiles, other unusual species, issuing licenses, animals held longer than ten days and veterinary care. The Animal Services department analyzed RAS cost, revenue and intake data. It was determined that the contract rate in the third amendment reflects the actual average cost for RAS to provide the contract scope of service.

SOLE SOURCE JUSTIFICATION:

There are no other animal shelters in the Central Riverside area. Transporting animals to the Riverside City/County shelter, the Indio shelter or the Animal Friends of the Valley contracted shelter is not feasible. There is not enough capacity at any of these shelters to handle the volume of animals currently sheltered at RAS. It would create a hardship for county residents to travel to look for and reclaim lost animals at these alternate locations.

HIGHLIGHTS OF AGREEMENT:

1. Term of Agreement: One year with County's option for two, one-year extensions.
2. All the previous additional fees for special handling of livestock, fowl, medical care and animals have been included in the intake rate to simplify billing.
3. The contract is sized with the probability that the City of San Jacinto will contract with the County of Riverside for animal control services for Fiscal Year 04/05.
4. Riverside County will be reimbursed at the end of each year for contractor freezer rental and disposal fees based on the County's and contract City's actual percentage of euthanized and deceased upon arrival animals.
5. The intake rate will be negotiated annually based on the actual costs to provide contracted services as reported in contractor's audited financial statements.

FINANCIAL IMPACT:

It is estimated that the annual cost for this contract will increase from \$125,379 per year to a maximum of \$246,165 per year. These increased intake rates for shelter animals will be passed on to the cities of Hemet, San Jacinto and Calimesa per their contracts. The City Council of San Jacinto directed the city manager to enter into a contract with the county for animal services. A scope of service and pricing has been negotiated. We anticipate the contract for the City of San Jacinto will be recommended for Board approval in December. The contracts with Hemet and Calimesa are due for renewal. The city contract renewals will include the new rate.

The annual general fund cost for this contract will increase from \$100,629 to \$124,218. Animal Services will try to absorb the additional general fund cost in Animal Control's current fiscal year budget. Animal Services will monitor this contract and request budget adjustments if necessary in the third (3) quarter budget report.

It is the County's intent to build and operate a new animal shelter in the southwestern portion of the county that can accommodate large animals, fowl, small livestock, exotic species, dogs and cats. This contract will no longer be needed for county sheltered animals at that time.

JUSTIFICATION FOR DELAY:

The County and RAS finished negotiating services and fees on Sept 27, 2004.

SCHEDULE A
Budget Adjustment
Fiscal Year 2004/05

INCREASE IN APPROPRIATION:		
10000-4200600000-525440	Professional Services	\$120,786
DECREASE IN APPROPRIATION:		
10000-4200600000-510040	Regular Salaries	\$23,588
INCREASE IN ESTIMATED REVENUE:		
10000-4200600000-773210	City Billings-Animal Shelt Svc	\$97,198