

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

818



FROM: Community Health Agency, Department of Animal Services

SUBMITTAL DATE:
February 6, 2012

SUBJECT: Approve and authorize the Purchasing Agent to increase the amount on the Agreement between Riverside County Department of Animal Services and Hill's Pet Nutrition Inc., to provide animal feed

RECOMMENDED MOTION: That the Board of Supervisors:

1) Approve and authorize the Purchasing Agent to increase the amount on the Agreement between Riverside County Department of Animal Services and Hill's Pet Nutrition Inc., from \$52,640 to \$92,640.

BACKGROUND:

On February 23, 2010 the Board of Supervisors approved the Agreement with Hill's Pet Nutrition Inc., to provide to the County no cost animal feed to support the canine and feline animals within the Department of Animal Services, and save by paying only the cost of shipping and handling for the feed product.

The cost to the County is a fixed fee of thirty-five cents per pound of feed to pay for the shipping and handling. Due to the increased amount of animals, the County needs to increase the amount budgeted for the shipping and handling of the feed product.

(Continued on page 2)

FISCAL PROCEDURES APPROVED
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER PURCHASING
 BY: Samuel Wong 2/8/12
 SAMUEL WONG
 Departmental Concurrence
 Mark Seller, Assistant Director

Robert Miller
Robert Miller, Director, Department of Animal Services

FINANCIAL DATA	Current F.Y. Total Cost:	\$40,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	11/12

SOURCE OF FUNDS: 100% Department Budget	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE

BY: *Debra Courmoyer*
Debra Courmoyer

County Executive Office Signature

Consent
 Policy
 Consent
 Policy

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Tavaglione, seconded by Supervisor Buster and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone and Benoit
 Nays: None
 Absent: Ashley
 Date: February 28, 2012
 xc: CHA-Animal Services, Auditor, Purchasing

Kecia Harper-Ihem
 Clerk of the Board
 By: *Kecia Harper-Ihem*
 Deputy

3.20

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

Prev. Agn. Ref.: 2/23/10 3.13	District: All	Agenda Number:
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FROM: Community Health Agency, Department of Animal Services

SUBJECT: Approve and authorize the Purchasing Agent to increase the amount on the Agreement between Riverside County Department of Animal Services and Hill's Pet Nutrition Inc., to provide animal feed

BACKGROUND (Continued):

Prior to this Agreement the Department of Animal Services (DAS) budgeted \$222,000 for animal feed in support of shelter operations per year. DAS estimated the amount for the shipping and handling to be \$52,640 annually. We are now approaching Spring and expect to have an increase in the amount of animals at the shelter. Over half of the budgeted amount has been used so DAS would like to request an increase on the annual amount by \$40,000, for a new annual budget amount of \$92,640 to cover the shipping and handling cost of the feed product.

The department has sufficient funds budget and no additional general fund support is required.

PRICE REASONABLENESS:

Pricing of the product is not considered in this request, as the only cost to be incurred by the County is a fixed fee of thirty-five cents per pound of feed to pay for the shipping and handling of the feed product. Based on this information, the price is deemed to be fair and reasonable.