



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting March 31, 2020

**DATE:** March 31, 2020

**TO:** Peter Zaroni, City Manager

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### **Additional Veterinarian Services for Animal Care**

#### **CAPTION:**

Motion authorizing a three-year service agreement with Michele King, DVM in an amount not to exceed \$180,000.00 for additional veterinarian services for Animal Care Services (ACS), with FY2020 funds in the amount of \$30,000.00 available through the General Fund.

#### **SUMMARY:**

This motion authorizes a three-year contract for an additional veterinarian for ACS. The additional veterinarian will allow for the ongoing medical care and treatment of animals residing at the facility while the current veterinarian is unavailable. This is necessary for continuity of operations for ACS.

#### **BACKGROUND AND FINDINGS:**

An additional veterinarian is needed to assist in providing services for the health and well-being of the animals residing at ACS. The additional veterinarian will allow for the care and treatment of animals, brought into the facility while the current veterinarian is offsite or unavailable. The additional Doctor of Veterinary Medicine (DVM) will conduct spay/neuter surgeries, administer rabies vaccines, and assess incoming sick/injured animals. Providing medications, vaccinations, and to assist in managing treatment for an average of 100 animals daily is needed. The majority of pets at ACS are injured, aggressive or cruelty treated animals. These animals need medications that can only be prescribed by a veterinarian. The additional veterinarian would allow for the ongoing

medical care and treatment of animals in the care of ACS and facilitating the continuity of operations while the current veterinarian is off site or unavailable.

The Contracts and Procurement Department conducted a competitive Request for Proposal (RFP) process and received one proposal. The evaluation committee was comprised of three members. The committee members conducted an interview with the applicant and recommend the applicant due to her education and experience in shelter work and private practice, compassion and most importantly the availability to ACS. The applicant is currently on a short-term contract with the City to provide veterinarian services to ACS which will expire in 2020. Therefore, this three-year service agreement was solicited to secure the necessary services needed.

#### **ALTERNATIVES:**

An alternative to accepting this service agreement would be to have ACS be without a relief veterinarian and not be able to provide the services needed if the current veterinarian is off-site or unavailable.

#### **FISCAL IMPACT:**

The fiscal impact for the Animal Control Services in FY 2020 is \$30,000.00 for a three-year service agreement for additional veterinarian services, with the remaining cost of \$150,000.00 funded in future years through the annual budget process.

#### **FUNDING DETAIL:**

Fund:	1020 General Fund
Organization/Activity:	12680 Animal Control
Mission Element:	083 Care of in-custody animals
Project # (CIP Only):	n/a
Account:	530000 Professional Services

#### **RECOMMENDATION:**

Staff recommends approval of this motion authorizing a service agreement with Michele King, DVM, as presented.

#### **LIST OF SUPPORTING DOCUMENTS:**

Evaluation Matrix  
Service Agreement