

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: December 8, 2016

CAO File No. 0150-10868-0001

Council File No. 11-1345

Council District: 7

To: The Mayor
The City Council

From: Miguel A. Santana, City Administrative Officer



Reference: Transmittal from the Department of Animal Services dated December 7, 2016.

Subject: **THIRD AMENDMENT TO THE MANAGEMENT CONTRACT WITH BEST FRIENDS ANIMAL SOCIETY FOR OPERATION OF THE NORTHEAST VALLEY ANIMAL SHELTER**

RECOMMENDATION

That the Council, subject to the approval of the Mayor, authorize the General Manager of the Department of Animal Services to execute a Third Amendment to Contract No. C-120026 with Best Friends Animal Society for the operation of the Northeast Valley Animal Shelter to extend the contract term by two months from December 30, 2016 through February 28, 2017, subject to the approval of the City Attorney as to form.

SUMMARY

The Department of Animal Services (Department) requests authority to execute a Third Amendment to Contract No. C-120026 (attached) with Best Friends Animal Society (BFAS) for the continued operation of the Northeast Valley Animal Shelter (NEV). The proposed Third Amendment would increase the contract term by two months from December 30, 2016 through February 28, 2017.

Since January 11, 2012, BFAS has been providing programs and services at the NEV for nearly five years and its contract expires December 31, 2016. The original contract, which includes three years with two one-year extensions, was approved by the City Council (CF 11-1345), and all options have been exercised.

On August 25, 2016, the Office of the City Administrative Officer (CAO) released a Request for Proposals (RFP) for a contractor to continue operating the NEV beginning January 1, 2017 for a term of three years with three one-year extensions. BFAS was the only responder to the RFP, and after an extensive review by the CAO, City Attorney, and the Department, the BFAS proposal was deemed responsive to the requirements and provisions of the RFP. Based on the terms of its proposal, BFAS would continue to administer adoption and spay-neuter services, plus provide

community outreach and educational programs consistent with the Department's mission.

In a related report which will be heard in the Personnel and Animal Welfare Committee on December 14, 2016, the CAO is recommending that a new contract with BFAS be approved for the operation of the NEV. However, the new contract will not be approved by the Mayor and City Council before the current contract expires. Therefore, continued services at the NEV are required in the interim, and the proposed extension to the current contract is hereby recommended for approval.

FISCAL IMPACT STATEMENT

Approval of the recommendation in this report will have no additional impact on the General Fund.

MAS:FGO:04170057

Attachment

**BOARD OF
ANIMAL SERVICES
COMMISSIONERS**

DAVID ZAFT
PRESIDENT

LARRY GROSS
VICE PRESIDENT

COMMISSIONERS

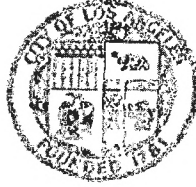
ALISA FINSTEN

OLIVIA E. GARCIA

ROGER WOLFSON

City of Los Angeles

CALIFORNIA



**ERIC GARCETTI
MAYOR**

Attachment

DEPARTMENT OF
ANIMAL SERVICES
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BRENDA F. BARNETTE
GENERAL MANAGER

DANA H. BROWN
ASSISTANT GENERAL MANAGER

LOUIS P. DEDEAUX
INTERIM ASSISTANT GENERAL MANAGER

December 7, 2016

Honorable Eric Garcetti
Mayor, City of Los Angeles
Room 303, City Hall
200 North Spring Street
Los Angeles, California 90012

CF# 11-1345

**SUBJECT: REQUEST TO EXTEND BEST FRIENDS ANIMAL SOCIETY CONTRACT FOR
OPERATION OF THE NORTHEAST VALLEY ANIMAL SHELTER**

RECOMMENDATIONS

1. APPROVE the Supplemental Agreement to the Northeast Valley Animal Shelter contract and extension with the Best Friends Animal Society, substantially in the form as outlined in the attached agreement, subject to approval of the City Attorney as to form and legality.
2. Upon Mayoral approval, TRANSMIT the amendment to the City Council for approval.

BACKGROUND

On December 30, 2011, the Department of Animal Services entered into a three-year contract with Best Friends Animal Society (Best Friends) to operate the Northeast Valley Animal Shelter (C.F. 11-1345).

The contract included two one-year options to extend both of which were exercised. In anticipation of the expiration of the second and final extension, a Request for Proposals (RFP) was released to begin the competitive bidding process for a new contract. Only one responsive bid was received and the bid was awarded to Best Friends.

Since then, the Department, in conjunction with the Office of the City Administrative Officer and the Office of the City Attorney entered into negotiations with Best Friends Chief Executive Officer Gregory Castle, Executive Director Marc Peralta and Chief Regional Programs Officer Judah Batista. An agreement was reached however there is not sufficient time before the Winter Recess to have the item in Council before the contract's expirations date of December 30, 2016.

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The item is scheduled to be heard in the Personnel and Welfare Committee at its Special Meeting scheduled for Wednesday, December 14, 2016. The Department is therefore requesting approval to transmit the attached amendment to Contract No. C-120026 extending the term of the contract through February 28, 2017.

SCOPE OF WORK

Under the terms of the current contract, Best Friends provides the City with the following services at the Northeast Valley Animal Shelter:

- On site adoptions and monthly adoption events
- Low cost spay/neuter surgeries
- Vaccinations
- Medical care for public and shelter animals
- Educational outreach and development programs

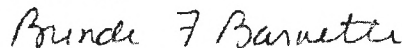
Best Friends is obligated to take in approximately 3,000 animals annually from the Department for adoptions and to perform approximately 6,000 spay/neuter surgeries for the public and shelter animals. The partnership with Best Friends has enhanced the range of services provided at the Northeast Valley Shelter to the benefit of all City residents at a limited cost, and reduced the number of animals euthanized due to time and space constraints. Best Friends has satisfactorily provided the services described and has complied with all City current contracting requirements.

FISCAL IMPACT

There is no impact to the General Fund. Funds will be used from the Animal Sterilization Trust Fund, in accordance with trust fund limitations and as they would be paid to outside veterinary services for providing sterilization on adopted animals qualifying for coupon/free certificates. The amount of the discount taken off Board-approved rates will result in more funding to accomplish additional sterilization surgeries.

If you require additional information, please do not hesitate to contact me directly or Assistant General Manager Dana Brown at (213) 482-9558.

Sincerely,



BRENDA F. BARNETTE
General Manager

BFB:DB

Attachment

cc:

Margaret Wynne, Office of the Mayor
Dov Lesel, Assistant City Attorney
Felicia Orozco, Office of the City Administrative Officer

**THIRD AMENDMENT TO THE AGREEMENT FOR
THE LOS ANGELES NORTHEAST CARE CENTER
by and between the
CITY OF LOS ANGELES
and
BEST FRIENDS ANIMAL SOCIETY
(CONTRACT NUMBER C-120026)**

THIS THIRD AMENDMENT to Contract Number C-120026 (“Amendment”) for the Los Angeles Northeast Care Center is made and entered into **as of December 30, 2016**, between the City of Los Angeles (“City”), a municipal corporation and a charter city under the laws of the State of California, acting by and through the Department of Animal Services (“Department”) and Best Friends Animal Society, a tax-exempt non-profit animal welfare organization (“Operator”), authorized to do business in the State of California with regard to the following:

WHEREAS, the original Agreement, including the two one-year options to extend, was approved by the City Council (CF # 11-1345) and authorized the General Manager of the Department to execute the Agreement; and

WHEREAS, the City as of December 30, 2014, exercised the first of the two renewal options and extended the term of the Agreement by one (1) year to December 30, 2015; and

WHEREAS, the City as of December 30, 2015, exercised the second option and extended the term of the Agreement by one additional year to December 30, 2016; and

WHEREAS, the City issued an RFP for services at the Northeast Shelter and is negotiating with Operator for a new agreement and requires the services of Operator to continue in the interim; and

WHEREAS, this Amendment extends the term of the Agreement through **February 28, 2017**, or such sooner date as a new agreement is entered into.

NOW THEREFORE, City and Operator agree to the following extension:

Section 1.4. Term, is hereby amended increasing the term from December 30, 2016 through February 28, 2017 as follows.

Term. The term of the Agreement is hereby extended through February 28, 2017, on the condition that the Operator's performance continue to meet the expectations stipulated in this Agreement.

All other terms and conditions of the Agreement remain the same.

IN WITNESS WHEREOF, the City has caused this Third Amendment to be duly executed on its behalf by the General Manager of the Department of Animal Services pursuant to due authorization of the City Council and the Operator has caused this Agreement to be duly executed pursuant to due authorization by its Board.

CITY OF LOS ANGELES, a municipal corporation,

By: Brenda F. Barnette
BRENDA BARNETTE
General Manger, Animal Services

DATE:

BEST FRIENDS ANIMAL SOCIETY, a tax-exempt non-profit animal welfare,

By: _____
GREGORY CASTLE
Chief Executive Officer

DATE:

APPROVED AS TO FORM:

ATTEST:

MICHAEL N. FEUER, City Attorney

HOLLY L. WOLCOTT, City Clerk

By: _____
Dov S. Lesel, Assistant City Attorney

By: _____
Deputy

DATE:

DATE:

City Business License Number _____

IRS Taxpayer Identification Number _____

City Contract Number C-120026