

0150-07455-0001

TRANSMITTAL

TO
Council

DATE
JAN 16 2015

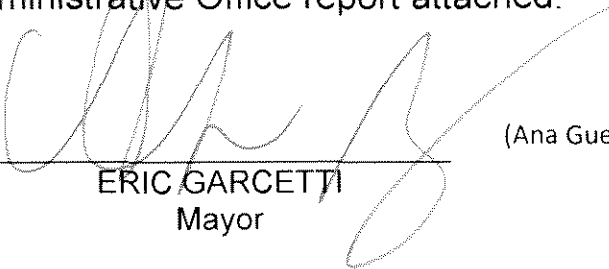
COUNCIL FILE NO.
14-1743

FROM
The Mayor

COUNCIL DISTRICT

**Proposed Contract with VCA Animal Hospitals Inc.,
dba VCA West Los Angeles Animal Hospital
to perform veterinary services for the Department's Canine Units**

Transmitted for your consideration. See the
City Administrative Office report attached.



ERIC GARCETTI
Mayor

(Ana Guerrero)

Report From
OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Analysis of Proposed Contract
(\$25,000 or Greater and Longer than Three Months)

To: The Mayor	Date: 01-16-15	C.D. No.	CAO File No.: 0150-07455-0001
Contracting Department/Bureau: Los Angeles Police Department		Contact: Det. Diana Smith, 213-305-8796 / Nancy Cammarata, 213-486-0378	
Reference: Transmittal from the Board of Police Commissioners dated December 16, 2014			
Purpose of Contract: To perform veterinary services for the Department's Canine Units			
Type of Contract: (X) New contract () Amendment		Contract Term Dates: Three years, with the option to renew for two additional one-year periods for a total possible term of five years	
Contract/Amendment Amount: \$180,000			
Proposed amount \$ 180,000 + Prior award(s) \$ 0= Total \$ 180,000			
Source of funds: General Fund, Forfeited Assets Trust Fund			
Name of Contractor: VCA Animal Hospitals Inc., dba VCA West Los Angeles Animal Hospital			
Address: 1900 South Sepulveda Boulevard, Los Angeles, CA 90025			
	Yes	No	N/A*
1. Council has approved the purpose	x		
2. Appropriated funds are available	x		
3. Charter Section 1022 findings completed	x		
4. Proposals have been requested	x		
5. Risk Management review completed	x		
6. Standard Provisions for City Contracts included	x		
7. Workforce that resides in the City: %			
			*N/A = not applicable ** Contracts over \$100,000

COMMENTS

The Los Angeles Police Department (LAPD) requests authority to enter into an agreement with VCA Animal Hospitals Inc., dba VCA West Los Angeles Animal Hospital (VCA). Under the terms of this agreement, the contractor will provide 24-hour veterinary care and services for the LAPD's Canine (K-9) Platoons, including Metropolitan Division, Gang and Narcotics Division, and Emergency Services Division's Bomb Squad and Bomb Detection Canine Unit. The proposed agreement would allow the Contractor to provide services for three years from date of execution at a cost not to exceed \$60,000 annually.

On June 28, 2013, the LAPD released a Request for Proposals (RFP) (No. 12-870-003) seeking the services of qualified Contractors. The mandatory pre-proposal conference was held on July 10, 2013. However, no proposers attended. The Department believes the reissuance of an RFP would again yield no responses. Due to the continuous need for such specialized services, the Department reached out to two veterinary service organizations, including VCA. The Department is satisfied that VCA can meet its needs for veterinary services, and requests to enter into a sole source Agreement with the Contractor. The Board of Police Commissioners, in a letter to the Mayor dated November 4,

					
JCY	Analyst	04150049	Assistant CAO	City Administrative Officer	

2014, also recommends a second sole source contract for veterinary services with Mid Valley Animal Hospital.

During Charter Section 1022 review for the previous RFP and contract process (C-116816), the Personnel Department made a determination that the Animal Services Department (ASD) had the appropriate veterinary staff to perform most of the work outlined and can perform routine vaccinations or exams when these services are scheduled ahead of time. In approving the previous agreement (C-116816), the Mayor's Office instructed the LAPD to schedule all routine vaccinations and health examinations with the ASD based on a right of first refusal. Under this agreement, the LAPD is to notify the ASD staff to schedule routine care; if the ASD can accommodate the request, staff will perform the necessary services and the LAPD will reimburse the ASD for services rendered. If the ASD is unable to provide the required care, then the LAPD will utilize the Contractor. Additional service needs such as emergency care, special procedures, or after-hours care that cannot be performed by the ASD medical staff can be directed to the Contractor without notification to the ASD. This agreement will continue under the proposed new agreement.

The City Attorney has approved the proposed contract as to form.

RECOMMENDATION

That the City Council:

1. Authorize the Chief of Police, or designee, to execute the agreement between VCA Animal Hospitals Inc., dba VCA West Los Angeles Animal Hospital and the City of Los Angeles for 24-hour veterinary care and services for the Los Angeles Police Department's Canine Platoons for a term of three years, with two one-year options to renew, at a cost not to exceed \$60,000 per year; and,
2. Instruct the Chief of Police, or designee, to:
 - a. Notify and schedule all routine vaccinations and health examinations, based on a right of first refusal, with the General Manager of the Animal Services Department, or designee; and,
 - b. Reimburse the Animal Services Department by use of Interdepartmental Order for services rendered.

FISCAL IMPACT STATEMENT

The recommended actions will allow the Police Department to spend up to \$60,000 annually for veterinary services. Funding is available in the Department's current budget and the Supplemental Police Account of the Forfeited Assets Trust Fund to meet this obligation. No additional General Fund appropriation is required. This action complies with the City's financial policies in that budgeted funds are used for the intended purpose.

MAS:JCY:04150049

Attachment