

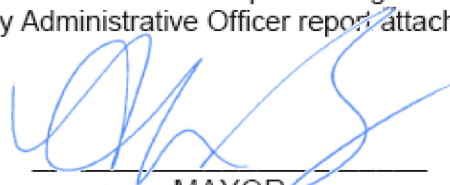
0150-10971-0003

**TRANSMITTAL**

TO The Council	DATE 04/27/20	COUNCIL FILE NO. 17-0659
FROM The Mayor	COUNCIL DISTRICT 6	

**Third Amendment to Contract No. C-129781 with Western University of Health Sciences College of Veterinary Medicine, to provide spay/neuter and related veterinary services at the East Valley Animal Services Center**

Transmitted for further processing. See the City Administrative Officer report attached.

  
\_\_\_\_\_  
MAYOR

(Ana Guerrero for)

**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: 03-27-20	C.D. No. 6	CAO File No.: 0150-10971-0003				
Contracting Department/Bureau: Animal Services		Contact: Catherine Chico, (213) 978-7625					
Reference: Transmittal from the Board of Animal Commissioners dated January 30, 2020; supplemental information received on February 26, 2020 and March 24, 2020							
Purpose of Contract: To provide spay/neuter and related veterinary services at the East Valley Animal Services Center							
Type of Contract: ( ) New contract (x) Amendment, Contract No. C-129781		Contract Term Dates: One-year extension from July 1, 2020 through June 30, 2021					
Contract/Amendment Amount: up to \$500,000							
Proposed amount \$ 500,000 + Prior award(s) \$ 1,500,000 = Total up to \$ 2,000,000							
Source of funds: Animal Sterilization Trust Fund							
Name of Contractor: Western University of Health Sciences College of Veterinary Medicine							
Address: 309 East 2 <sup>nd</sup> St., Pomona, CA 91766-1854							
	Yes	No	N/A	Contractor has complied with:	Yes	No	N/A
1. Council has approved the purpose	x			8. Business Inclusion Program	x		
2. Appropriated funds are available	x			9. Equal Benefits & First Source Hiring Ordinances	x		
3. Charter Section 1022 findings completed	x			10. Contractor Responsibility Ordinance	x		
4. Proposals have been requested	x			11. Disclosure Ordinances	x		
5. Risk Management review completed	x			12. Bidder Certification CEC Form 50	x		
6. Standard Provisions for City Contracts included	x			13. Prohibited Contributors (Bidders) CEC Form 55	x		
7. Workforce that resides in the City: 0 %				14. California Iran Contracting Act of 2010	x		

**RECOMMENDATION**

That the Council, subject to the approval of the Mayor, authorize the General Manager of the Department of Animal Services, or designee, to execute the First Amendment to Contract No. C-129781 between the Animal Services Department and Western University of Health Sciences College of Veterinary Medicine to provide spay/neuter and related veterinary services at the East Valley Animal Services Center from July 1, 2020 through June 30, 2021, for an amount not to exceed \$500,000, subject to the review and approval by the City Attorney as to form.

**SUMMARY**

The Department of Animal Services (ASD) requests authority to execute the First Amendment to Contract No. C-129781 between the ASD and Western University of Health Sciences College of Veterinary Medicine to provide spay/neuter and related veterinary services at the East Valley Animal Services Center. The First Amendment will extend the term of the Agreement from July 1, 2020 through June 30, 2021. This will be the first extension of the contract, which was established as a three-year agreement with the option to extend for two additional years in one-year increments.

S. Rios Bellenot		 City Administrative Officer
SRB	Analyst	

The Department released a Request for Proposals on November 4, 2016, to provide spay/neuter and related veterinary services at the East Valley Animal Services Center. On June 30, 2017, the City Council approved the initial contract with Western University for the period of July 1, 2017 through June 30, 2020, for an amount not to exceed \$500,000 annually, with the option to extend for two additional years in one-year increments. The proposed First Amendment will extend the term of the Agreement from July 1, 2020 through June 30, 2021.

Funding for this contract is provided through the Animal Sterilization Trust Fund, which is funded through the City budget process as well as through licensing and adoption fees and donations. The Fund is administered by the General Manager of the Department of Animal Services in accordance with Los Angeles Administrative Code Section 5.199. Eligible expenditures from the Fund include providing pet sterilization services to residents of the City of Los Angeles who meet applicable program eligibility requirements.

The Department reports the following data relative to the number of surgeries performed by Western University by fiscal year, as well as the cost of the contract annually:

Fiscal Year	Surgeries Performed	Total Cost
2017-18	1,476	\$98,157
2018-19	3,370	\$216,117
2019-20 (YTD)	1,796	\$103,737
<b>Total</b>	<b>6,642</b>	<b>\$418,011</b>

Prior to the execution of the initial agreement, a Charter Section 1022 Determination was completed by the Personnel Department and found that there are City employees that do have the expertise to perform this work, but that the work assignment exceeds staffing availability.

**FISCAL IMPACT STATEMENT**

Approval of the recommendation in this report will have no impact on the General Fund. All spay and neuter service costs are paid through the Animal Sterilization Trust Fund.

**FINANCIAL POLICIES STATEMENT**

Execution of the proposed agreement complies with the City's Financial Policies in that budgeted funds are used for intended purposes.

RHL:SRB:04200108

Attachment

**BOARD OF  
ANIMAL SERVICES  
COMMISSIONERS**

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**ERIC GARCETTI**  
MAYOR

**DEPARTMENT OF  
ANIMAL SERVICES**  
221 N. Figueroa Street  
6<sup>th</sup> Floor, Suite #600  
Los Angeles, CA 90012

(888) 452-7381  
FAX (213) 492-9811

**BRENDA F. BARNETTEE**  
GENERAL MANAGER

**TAMMY WATSON**  
ASSISTANT GENERAL MANAGER  
Administration

**MELISSA WEEBBER**  
ASSISTANT GENERAL MANAGER  
Housing

**DR. JEREMY PRUFANK**  
CHIEF VETERINARIAN

January 30, 2020

The Honorable Eric Garcetti  
Mayor, City of Los Angeles  
200 N. Spring Street, Room 303  
Los Angeles, CA 90012

The Honorable City Council  
% City Clerk  
Room 395, City Hall  
200 N. Spring Street  
Los Angeles, CA 90012

Attention: Ms. Heleen Ramirez, Office of the Mayor

**RE: AUTHORIZE CONTRACT NO. C-129781 - AMENDMENT NO. 1 - BETWEEN THE CITY OF LOS ANGELES AND WESTERN UNIVERSITY OF HEALTH SCIENCES COLLEGE OF VETERINARY MEDICINE TO PROVIDE SPAY/NEUTER AND RELATED VETERINARY SERVICES AT THE EAST VALLEY ANIMAL SERVICES CENTER**

Recommendation for Council Action, subject to the approval of the Mayor:

1. **APPROVE** the first draft extension, approved as to form and legality by the City Attorney as attached, with the Western University of Health Sciences College of Veterinary Medicine (Western U) to continue contractual services for an additional one (1) year to operate the East Valley Spay/Neuter Clinic through June 30, 2021.
2. **TRANSMIT** the proposed extension Agreement to the Office of the Mayor and subsequently to the City Council for approval, and authorize the General Manager of the Department of Animal Services to execute the subject extension Agreement upon receipt of approval.

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**SUBJECT: Transmittal to Mayor and Council  
AUTHORIZE CONTRACT NO. C-129781 – AMENDMENT NO. 1 – BETWEEN THE CITY OF LOS ANGELES AND WESTERN UNIVERSITY OF HEALTH SCIENCES COLLEGE OF VETERINARY MEDICINE TO PROVIDE SPAY/NEUTER AND RELATED VETERINARY SERVICES AT THE EAST VALLEY ANIMAL SERVICES CENTER**

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**SUMMARY:**

The current agreement with Western University to operate the East Valley Spay/Neuter Clinic expires on June 30, 2020. Continued operation of the spay/neuter clinic at the East Valley Animal Services Center is critical to our spay/neuter operations and the surrounding community.

Approval of this request will provide convenient onsite spay/neuter and other veterinary services at our East Valley Animal Services Center, help to facilitate the pet adoption process, and provide spay/neuter services for City residents participating in the City's low income and free Certificate Program.

On January 28, 2020, the Board of Animal Services Commissioners authorized Contract No. C-129781 – Amendment No. 1 – Between the City of Los Angeles and Western University of Health Sciences College of Veterinary Medicine to provide Spay/Neuter and Related Veterinary Services at the East Valley Animal Services Center subject to the approval of the City Council.

**BACKGROUND:**

The Department of Animal Services (Department) released a Request for Proposals ("RFP") on November 4, 2016, to provide spay/neuter and related veterinary services at the East Valley Animal Services Center. Western University's proposal met the requirements, was the only proposal submitted, and was awarded the agreement by the Animal Services Board of Commissioners on June 13, 2017. The agreement was approved by the City Council on June 30, 2017 for a three-year term with two additional one-year options to extend, for a total of five years at the sole discretion of the Department and General Services Department. Western University began operations on July 1, 2017. The initial contract expiration will be on June 30, 2020.

Although the Department employs veterinarians and veterinary technicians who have the expertise to perform spay/neuter surgeries, time constraints and workloads attributed to the treatment and care of all animals entering our Animal Services Centers prevent staff from performing these surgeries.

This request seeks to exercise the first extension option to be effective July 1, 2020 through June 30, 2021 for the continuation of spay/neuter clinic operations at the East Valley Animal Services Spay/Neuter Clinic.

**FISCAL IMPACT:**

There is no fiscal impact to the General Fund as all spay/neuter costs are paid through the Animal Sterilization Fund which is funded through licensing and adoption fees, annual budgetary allocations, and donations.

SUBJECT: Transmittal to Mayor and Council

**AUTHORIZE CONTRACT NO. C-129781 - AMENDMENT NO. 1 - BETWEEN THE CITY OF LOS ANGELES AND WESTERN UNIVERSITY OF HEALTH SCIENCES COLLEGE OF VETERINARY MEDICINE TO PROVIDE SPAY/NEUTER AND RELATED VETERINARY SERVICES AT THE EAST VALLEY ANIMAL SERVICES CENTER**

---

Respectfully submitted,

*Brenda F. Barnette* 7/20/11 fe>@A&XZK

Brenda F. Barnette  
General Manager

Attachment: Board Report - Authorize Contract No. C-129781 - Amendment No. 1 - Between the City of Los Angeles and Western University of Health Sciences College of Veterinary Medicine to provide Spay/Neuter and Related Veterinary Services at the East Valley Animal Services Center

cc: Soozy Rios Belletot, City Administrative Officer

**BOARD OF  
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ASSISTANT GENERAL MANAGER  
Life Saving

**DR. JEREMY PRUPAS**  
CHIEF VETERINARIAN

**Report to the Board of Animal Services Commissioners**

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**MEETING DATE:** January 28, 2020

**PREPARED BY:** Catherine Chico

**REPORT DATE:** January 22, 2020

**TITLE:** Senior Management Analyst II

**SUBJECT: AUTHORIZE CONTRACT NO. C-129781 – AMENDMENT NO. 1 – BETWEEN THE CITY OF LOS ANGELES AND WESTERN UNIVERSITY OF HEALTH SCIENCES COLLEGE OF VETERINARY MEDICINE TO PROVIDE SPAY/NEUTER AND RELATED VETERINARY SERVICES AT THE EAST VALLEY ANIMAL CARE CENTER**

---

**BOARD ACTION RECOMMENDED:**

1. **APPROVE** the first draft extension, approved as to form and legality by the City Attorney as attached, with the Western University of Health Sciences College of Veterinary Medicine (Western U) to continue contractual services for an additional one (1) year to operate the East Valley Spay/Neuter Clinic through June 30, 2021.

**BACKGROUND:**

The Department of Animal Services (Department) released a Request for Proposals ("RFP") on November 4, 2016, to provide spay/neuter and related veterinary services at the East Valley Animal Services Center. Western U's proposal met the requirements, was the only proposal submitted, and was awarded the agreement by the Animal Services Board of Commissioners on June 13, 2017. The agreement was approved by the City Council on June 30, 2017 for a three-year term with two additional one-year options to extend, for a total of five years at the sole discretion of the Department and General Services Department. Western U began operations on July 1, 2017. The initial contract expiration will be on June 30, 2020.

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Report to the Board of Animal Services Commissioners  
 SUBJECT: Authorize Contract No. C-129781 – Amendment No. 1

<b>Western University of Health Sciences College of Veterinary Medicine – Contract No. C-129781 Surgery and Cost Stats</b>							
<b>Fiscal Year</b>	<b>Cats</b>	<b>Dogs</b>	<b>Rabbits</b>	<b>Total # of Surgeries</b>	<b>Sub-Total Surgery Costs</b>	<b>Less Facility Surcharge</b>	<b>Total Cost</b>
FY 2017-18	361	968	147	1,476	\$160,880	-\$62,723	\$98,158
FY 2018-19	1,059	2,027	284	3,370	\$354,575	-\$138,458	\$216,118
FY 2019-20 (YTD)	813	859	124	1,796	\$174,700	-\$70,963	\$103,737
<b>Total</b>	<b>2,233</b>	<b>3,854</b>	<b>555</b>	<b>6,642</b>	<b>\$609,155</b>	<b>-\$272,144</b>	<b>\$418,013</b>

Although the Department employs veterinarians and veterinary technicians who have the expertise to perform spay/neuter surgeries, time constraints and workloads attributed to the treatment and care of all animals entering our Animal Services Centers prevent staff from performing these surgeries.

This request seeks to exercise the first extension option to be effective July 1, 2020 through June 30, 2021 for the continuation of spay/neuter clinic operations at the East Valley Animal Services Spay/Neuter Clinic.

**SUMMARY:**

The current agreement with Western U to operate the East Valley Spay/Neuter Clinic expires on June 30, 2020. Continued operation of the spay/neuter clinic at the East Valley Animal Services Center is critical to our spay/neuter operations and the surrounding community.

Approval of this request will provide convenient onsite spay/neuter and other veterinary services at our East Valley Animal Services Center, help to facilitate the pet adoption process, and provide spay/neuter services for City residents participating in the City's low income and free Certificate Program.

**FISCAL IMPACT:**

There is no fiscal impact to the General Fund as all spay/neuter costs are paid through the Animal Sterilization Fund which is funded through licensing and adoption fees, annual budgetary allocations, and donations.



Report to the Board of Animal Services Commissioners  
SUBJECT: Authorize Contract No. C-129781 – Amendment No. 1

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Approved:

*Brenda F. Barnette*

Brenda F. Barnette, General Manager

Attachment: Draft Contract Amendment No. 1 - Contract No. C-129781

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**BOARD ACTION:**

<input checked="" type="checkbox"/>	Passed	Disapproved	_____
_____	Passed with noted modifications	Continued	_____
_____	Tabled	New Date	_____



**City of Los Angeles  
Department of Animal Services**

**City Contract Number: C-129781**

**WESTERN UNIVERSITY OF HEALTH SCIENCES COLLEGE  
OF VETERINARY MEDICINE**

**FOR THE OPERATION OF THE SPAY AND NEUTER CLINIC  
AT THE EAST VALLEY ANIMAL CARE CENTER**

**1<sup>ST</sup> AMENDMENT**

**AMENDMENT NO. 1 TO  
CONTRACT NUMBER C-129781  
BETWEEN THE CITY OF LOS ANGELES  
AND  
WESTERN UNIVERSITY OF HEALTH SCIENCES COLLEGE OF VETERINARY MEDICINE  
FOR THE OPERATION OF THE SPAY AND NEUTER CLINIC  
AT THE EAST VALLEY ANIMAL CARE CENTER**

THIS FIRST AMENDMENT to Agreement Number C-129781 ("Agreement") is made and entered into as of July 1, 2020, by and between the City of Los Angeles ("City"), a municipal corporation, acting through the Department of Animal Services ("Department") and the Department of General Services ("GSD"); and Western University of Health Sciences College of Veterinary Medicine ("Contractor") to approve a one (1) year extension through June 30, 2021.

WHEREAS, Contractor was selected pursuant to a Request for Proposals ("RFP"), awarded this Agreement by the Animal Services Board of Commissioners ("Board") on June 13, 2017, and approved by the City Council on July 3, 2017, for a three-year contract renewable at the Department's and GSD's sole discretion for up to two (2) additional years, for a period of up to five (5) years (C.F. 17-0659);

WHEREAS, pursuant to Contract Number C-129781, Contractor provides spay/neuter surgeries and related services at the East Valley Animal Care Center Spay/Neuter Clinic to sterilize dogs, cats, and rabbits (as needed) that are adopted from the Care Center as well as pets owned by qualifying residents near or in the Los Angeles area;

WHEREAS, the 1<sup>st</sup> Amendment, effective July 1, 2020 and approved by the Board of Animal Services Commissioners on \_\_\_\_\_, will extend the Agreement one-year from July 1, 2020 to June 30, 2021.

NOW THEREFORE, both parties intend the Agreement to be amended as follows:

**AMENDMENT**

1. Section II. Term, shall be amended to extend the term of the Agreement to June 30, 2021.

The City exercises its option of renewing the Agreement for one additional year. The Term shall be extended from its present expiration date of June 30, 2020 to a new expiration date of June 30, 2021. This is the first of two renewable options available for this agreement.

2. Except as herein amended, all other terms and conditions shall remain in full force and effect.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed by their respective duly authorized representatives.

**THE CITY OF LOS ANGELES,  
DEPARTMENT OF ANIMAL SERVICES**

By \_\_\_\_\_  
Brenda F. Barnette, General Manager

Date: \_\_\_\_\_

**THE CITY OF LOS ANGELES,  
DEPARTMENT OF GENERAL SERVICES**

By \_\_\_\_\_  
Tony M. Royster, General Manager

Date: \_\_\_\_\_

**APPROVED AS TO FORM:  
MICHAEL N. FEUER, City Attorney**

By \_\_\_\_\_  
Dov S. Lesel, Assistant City Attorney

Date: \_\_\_\_\_

**ATTEST:  
HOLLY L. WOLCOTT, City Clerk**

By \_\_\_\_\_  
Deputy City Clerk

Date: \_\_\_\_\_

**CONTRACTOR – WESTERN UNIVERSITY  
OF HEALTH SCIENCES OF VETERINARY  
MEDICINE**

By \_\_\_\_\_  
Phillip Nelson, Dean

Date: \_\_\_\_\_

*(second signature required of corporations)*

By \_\_\_\_\_  
Dr. David Baron, Provost

Date: \_\_\_\_\_

Los Angeles City Business Tax License Number: 0002997751

Taxpayer Identification Number: 95-3127273

City Contract Number: C-129781