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**DEPARTMENT OF  
ANIMAL SERVICES**

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ANNETTE G. RAMIREZ  
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Lifesaving

DR. JEREMY PRUPAS  
CHIEF VETERINARIAN

April 5, 2021

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

The Honorable City Council  
c/o Councilmember Paul Koretz, Chair  
Personnel, Audits, and Animal Welfare Committee  
Room 395, City Hall  
200 N. Spring Street  
Los Angeles, CA 90012

**RE: AUTHORIZE THE EXECUTION OF A CONTRACT BETWEEN THE DEPARTMENT OF ANIMAL SERVICES AND VALUE VET, INC. (DBA SHELTER VETERINARY) FOR THE OPERATION OF WEST LOS ANGELES ANIMAL SERVICES CENTER'S ON-SITE SPAY/NEUTER CLINIC**

**SUMMARY**

On September 22, 2020, the Board of Animal Services Commissioners (Board) approved a board report to establish an On-Call Spay/Neuter Services List for Los Angeles Animal Services' On-Site Spay/Neuter Clinics, Spay/Neuter Mobile Clinics, and Spay/Neuter Support Services (List) from the responses to the Request for Qualifications (RFQ) #38862. The Board directed the Los Angeles Animal Services Department (Department) to issue Task Order Solicitations (TOS) from the List when contracts become available and authorized the Department's General Manager to issue contracts via the TOS process.

On March 16, 2021, the Department was granted authority by the Mayor's Office to execute a contract for the operation of the West Los Angeles Animal Services Center's On-Site Spay/Neuter Clinic, as part of the cost containment protocol.

The Department completed the TOS process for operation of the On-site Spay/Neuter Clinic located at the West Los Angeles Animal Services Center on April 5, 2021.

Please find the September 22, 2020 adopted board report attached for your reference.

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SUBJECT: AUTHORIZE THE EXECUTION OF A CONTRACT BETWEEN THE DEPARTMENT OF ANIMAL SERVICES AND VALUE VET, INC. (DBA SHELTER VETERINARY) FOR THE OPERATION OF WEST LOS ANGELES ANIMAL SERVICES CENTER'S ON-SITE SPAY/NEUTER CLINIC

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## RECOMMENDATION

1. **APPROVE** the new contract with Value Vet, Inc. (dba Shelter Veterinary) for a three (3) year term with two (2), one (1) year options to extend at the Department's sole discretion effective July 1, 2021, approved as to form and legality by the City Attorney.
2. **AUTHORIZE** the Department General Manager to execute the subject new agreements upon receipt of the necessary approvals.

## FISCAL IMPACT

There is no impact to the General Fund as all funding is provided by the Animal Sterilization Fund which is funded through licensing and adoption fees, annual budgetary allocations, and donations. The Animal Sterilization Fund will be used to reimburse the contractor based on rates established by the Animal Services Commission.

Respectfully submitted,



Brenda F. Barnette  
General Manager

Attachment: Board Report dated September 22, 2020

cc: Soozy Rios Bellenot, City Administrative Officer  
Catherine Chico, Los Angeles Animal Services

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**VACANT**  
ASSISTANT GENERAL MANAGER  
Lifesaving

**DR. JEREMY PRUPAS**  
CHIEF VETERINARIAN

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

**MEETING DATE:** September 22, 2020

**PREPARED BY:** Catherine Chico

**REPORT DATE:** September 17, 2020

**TITLE:** Senior Management Analyst II

**SUBJECT: REPORT FROM THE GENERAL MANAGER TO ESTABLISH THE ON-CALL SPAY/NEUTER SERVICES LIST FOR LOS ANGELES ANIMAL SERVICES' SPAY/NEUTER CLINICS, SPAY/NEUTER MOBILE CLINICS, AND SPAY/NEUTER SUPPORT SERVICES FROM THE RESPONSES TO THE REQUEST FOR QUALIFICATIONS (RFQ) #38862**

**BOARD ACTION RECOMMENDED:**

1. **AUTHORIZE** the General Manager to establish the on-call spay/neuter services list for Los Angeles Animal Services' (Department) spay/neuter clinics, spay/neuter mobile clinics, and spay/neuter support services from the responses to the Request for Qualifications (RFQ) #38862;
2. **DIRECT** the General Manager to issue Task Order Solicitations (TOS) to the established on-call spay/neuter services lists, as needed, when spay/neuter services or a contract becomes available; and
3. **AUTHORIZE** the General Manager to issue contracts via the TOS process to provide the Department with spay/neuter clinic operators, spay/neuter mobile clinic operators, and spay/neuter support services when a contract becomes available from the established on-call spay/neuter and support services list.

**BACKGROUND:**

On January 28, 2020, the Board of Animal Services Commissioners (Board) authorized the Department to issue an RFQ with the intent to establish an on-call spay/neuter services list. The General Manager was directed to report back to the Board with the list of qualified service providers.

The RFQ was released on February 19, 2020, to solicit Statements of Qualifications (SOQs) for the on-call spay/neuter services list. The opportunity closed on June 1, 2020. The Department received eight (8) SOQs by the submission deadline. Two (2) SOQs were submitted late due to COVID-19

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Report to the Board of Animal Services Commissioners

**SUBJECT: REPORT FROM THE GENERAL MANAGER TO ESTABLISH THE ON-CALL SPAY/NEUTER SERVICES LIST FOR LOS ANGELES ANIMAL SERVICES' SPAY/NEUTER CLINICS, MOBILE CLINICS, AND SUPPORT SERVICES FROM THE RESPONSES TO THE REQUEST FOR QUALIFICATIONS (RFQ) #38862**

pandemic related issues. Three evaluators were assigned from the Department to evaluate the SOQs. They completed their evaluations on September 9, 2020.

#### **SUMMARY:**

The following is a list of the Department's current contracts:

Contract	Contract #	Location	Current Contract Expiration Date	Remaining Extensions
ASPCA	C-123811	South LA	12/31/2020	None
Western University	C-129781	East Valley	06/30/2020	Two (2)
SNPLA-Harbor	C-125639	Harbor	12/31/2020	None
N/A	N/A	North Central	N/A	N/A
Value Vet	C-125775	West LA	12/31/2020	None
Heaven on Earth	C-131503	West Valley	07/01/2021	Two (2)
Amanda Foundation	C-126901	Mobile	12/16/2020	None
Lucy Pet Foundation	C-126900	Mobile	12/20/2020	None

The following respondents submitted Statements of Qualifications (SOQ) in response to RFQ #38862:

- The Amanda Foundation\*
- The American Society for the Prevention of Cruelty to Animals (ASPCA)\*
- Family Veterinary, Inc.
- FixNation, Inc.
- Heaven on Earth Society for Animals
- The Lucy Pet Foundation
- Spay Neuter Project Los Angeles (SNP LA)
- SPAY4LA, Inc.
- Value Vet Inc. dba Shelter Veterinary
- Western University of Health Sciences College of Veterinary Medicine

\*Late submissions

The On-Call Spay/Neuter List of Providers is comprised of three (3) separate components reflecting RFQ respondents' service interests related to on-site spay/neuter clinic operations, mobile spay/neuter clinic operations, and/or spay/neuter support services (i.e., high volume spay/neuter services, etc.).

Due to submission delays caused by the COVID-19 pandemic, the Amanda Foundation's and the ASPCA's SOQ's were submitted late. The Department recommends authorization to include both the Amanda Foundation and the ASPCA in the On-Call Spay/Neuter List of Providers. This action takes into account the unexpected hurdles caused by the pandemic while ensuring the Department has adequate resources to meet our critical spay/neuter service needs.

Based on the responses to the advertised RFQ, the following is the Department's recommended list for various, on-call spay/neuter services:

Report to the Board of Animal Services Commissioners

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## ON-CALL SPAY/NEUTER LIST OF PROVIDERS

ON-SITE SPAY/NEUTER CLINIC OPERATIONS	
1	The American Society for the Prevention of Cruelty to Animals (ASPCA)
2	Spay Neuter Project Los Angeles (SNP LA)
3	FixNation (Cats Only)
4	Western University of Health Sciences College of Veterinary Medicine
5	Heaven on Earth Society for Animals
6	Value Vet

MOBILE SPAY/NEUTER CLINIC OPERATIONS	
1	The Amanda Foundation
2	SPAY4LA, Inc.
3	The Lucy Pet Foundation
4	Western University of Health Sciences College of Veterinary Medicine
5	Family Veterinary

SPAY/NEUTER SUPPORT SERVICES	
1	The Amanda Foundation
2	Spay Neuter Project Los Angeles (SNP LA)
3	FixNation (Cats Only)
4	Western University of Health Sciences College of Veterinary Medicine

The recommended On-Call Spay/Neuter List of Providers will be valid for five years and will be re-opened at the 2 ½ year point to allow for additional respondents to be added to the list.

In order to minimize service impacts, upon approval of the proposed On-Call Spay/Neuter List of Operators, the Department will issue TOSs for the upcoming expiring contracts and will continue to issue TOSs as the need arises from the established On-Call Spay/Neuter List of Operators.

Steps for establishing a contract from the on-call spay/neuter list are as follows:

1. Department issues a TOS at the time service is needed and maintains the ability to issue a TOS based upon one of the following methodologies as detailed in the RFQ:
  - a. Issue a TOS to the first respondent on the list;
  - b. Issue a TOS to the first three (3) respondents;
  - c. Issue a TOS to the entire list;
  - d. Issue a TOS to selected respondents; or
  - e. Assign a sole source TOS to a specific respondent. A sole source proposal may only be solicited after approval is granted by both the General Manager and Board of Animal Services Commission.
2. Department receives and reviews TOS response(s).
3. Department selects proposer(s) and initiates the City's contracting process (i.e., City Attorney review of contract, Council approval, etc.).

Report to the Board of Animal Services Commissioners

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The intent of this request is to ensure sufficient spay/neuter resources are available to meet the Department's needs, reduce the amount of time it takes to obtain critical spay/neuter contractual services, reduce the amount of time it takes to replace underperforming or non-performing contractors, make it easier for prospective contractors to be placed on up to three (3) separate on-call lists at the same time, and streamline our internal contracting process.

**FISCAL IMPACT:**

There is no impact to the General Fund as all funding is provided by the Animal Sterilization Fund which is funded through licensing and adoption fees, annual budgetary allocations, and donations.

Approved:

*Brenda F. Barnette*

Brenda F. Barnette, General Manager

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**BOARD ACTION:**

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