

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	April 23, 2018
	Agenda Item No.	56
	Roll Call No.	<u>18-0725</u>
	Communication No.	<u>18-189</u>
	Submitted by:	Dana Wingert, Chief of Police

AGENDA HEADING:

Recommend approval of Animal Rescue League of Iowa (ARL), 5452 NE 22nd Street. Des Moines, IA, Tom Colvin, President, as the selected vendor for providing a replacement animal shelter facility and animal control services and authorizing the City Manager to negotiate terms and execute a long-term shelter and services agreement.

SYNOPSIS:

The current City-owned animal shelter has exceeded its useful life, is significantly undersized, and is in need of costly maintenance and repair. At the direction of the City Manager, Request for Proposals (RFP) V18-024 was issued in October 2017 seeking a private vendor to build, own, operate, and maintain a replacement shelter as well as to provide the City’s animal control services. The RFP included Facility Requirements, Service Level Requirements, and Staffing and Training Requirements.

Prior to the issuance of the RFP, the City conducted a public meeting in May 2017 seeking input from citizens about desires in a new facility and what the City could improve. In addition a presentation regarding the RFP process and requirements was presented to City Council in October 2017.

Selection and Evaluation Committee representatives from the Police Department, City Manager’s Office, and Finance Department worked closely with an independent animal shelter consultant in developing recommendations for improved operations, design specifications, service levels. Many of those recommendations were included in the RFP document. The committee also conducted in-depth interviews with both bidders prior to sharing its recommendation to the City Manager.

Two (2) qualified bids were received with the ARL scoring significantly higher. Listed are several strengths of the ARL proposal:

- Detailed site planning, land use plan in place with additional back-up location. The proposed shelter near Fort Des Moines and the Blank Park Zoo location will provide synergy between zoo employees, volunteers, and events.
- Clear demonstrated capital resources and ability to begin project with little or no fundraising. The ARL anticipates an 18-month construction timeline once a contract is approved. ARL has foundation funds exceeding \$10 million while the other proposal listed less than \$150,000 cash on hand.
- Experience in operating a complex animal control, services and shelter operations. ARL has resources (vehicles, equipment) to continue the animal control operation.
- Board of Directors with extensive ties to the community to ensure accountability, oversight, and continuity of the ARL.
- ARL has significant staffing levels and many subject matter experts on staff ranging from cruelty prevention to exotic animals.

The City currently contracts with the ARL to provide animal control operations and animal shelter operations.

FISCAL IMPACT:

Amount:

- Proposed Facility lease cost: \$326,000.
- Proposed Animal Shelter operation cost: \$508,960. This is an increase of \$252,563 over the current contract.
- Proposed Animal Control operations cost: \$496,464. This is an increase of \$16,046 over the current contract.

The increase in cost of animal shelter operations is due to increased staffing levels, increased hours of service, and training costs specified as requirements of the RFP.

Funding Source: Fiscal Year (FY) 2019 Operating Budget, Animal Control Operations, page 188.

ADDITIONAL INFORMATION:

- The current animal shelter at 1615 SE 14th Street is at the end of its useful life. Significant building maintenance needs including HVAC replacement is needed. The current square footage of 11,000 square feet is too small given the volume of intakes. The current facility also lacks modern features of modern animal facilities such air purification systems, natural light, and noise reducing design.
- The City of Des Moines began contracting animal shelter services in 2005 with the ARL and expanded to contracting animal control services in 2009. The ARL operates the City shelter on behalf of the City. The City employs a Police Sergeant who serves as the Chief Humane Officer. The Chief Humane Officer ensures that City ordinances and state law is being followed. The ARL provides all other staffing including but not limited to animal control officers, veterinary services, administrative positions, other animal assistance positions, and the supervision of said positions.
- Prior to the issuance of an RFP, the City hired Diane Webber of Cedar Rapids Animal Control, a national leader in the animal control industry, as an independent consultant. Ms. Webber was tasked with providing a series of recommendations to improve the City's animal control operations and interviewed dozens of stakeholders in this process. The City included many of her recommended improvements in the RFP including more flexible hours, increased staffing, larger facility, increased transparency and reporting, and development of standard operating procedures.
- This project is recognized as a high priority item in the Police Department's Action Agenda items in the FY 2017/18 Strategic Plan.

PREVIOUS COUNCIL ACTION(S):

Date: June 13, 2016

Roll Call Number: [16-0990](#) and [16-0991](#)

Action: [Contract](#) with the Animal Rescue League of Iowa, Inc. for lease of Animal Shelter, operation of the Animal Shelter Services and City Animal Control Services through June 30, 2019. (Continued from May 23, 2016 Council Meeting). ([Council Communication No. 16-320](#)) Moved by Gatto to adopt. Motion Carried 7-0.

(A) [Amendment](#) to the Schedule of Fees applicable to Animals, Chapter 18 Articles II and III of the Municipal Code, processing fee. Moved by Gatto to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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