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Director

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Department of Animal Care and Control
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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES
35 July 17, 2018

CELIA ZAVALA
ACTING EXECUTIVE OFFICER

July 17, 2018

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

APPROVAL TO AMEND CONTRACT FOR ANIMAL CARE AND CONTROL SERVICES WITH PASADENA HUMANE SOCIETY & SPCA TO INCREASE COVERAGE AREA (DISTRICTS 1, 4, and 5) (3 VOTES)

SUBJECT

The Department of Animal Care and Control requests to amend a current contract with the Pasadena Humane Society & SPCA for animal care and control services for the unincorporated areas of Altadena and La Crescenta, to add the coverage area of unincorporated East Pasadena.

IT IS RECOMMENDED THAT THE BOARD:

Delegate authority to the Director of the Department of Animal Care and Control to execute an Amendment, substantially similar to Attachment I, to Agreement Number 2016-01 with Pasadena Humane Society & SPCA for Animal Care and Control Services for the unincorporated areas of Altadena and La Crescenta, to add the service area of unincorporated East Pasadena. The additional service area will increase the contract sum by \$76,416 annually.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On November 1, 2016, the Board approved a three-year contract, with two one-year extensions, with the Pasadena Humane Society & SPCA (PHS) to provide animal care and control services to Altadena and La Crescenta because County employees were unable to satisfactorily perform field and shelter services due to the size and remoteness of the service areas. Additionally, it was not possible to recruit such employees due to the immediate nature of the required services in the County.

When that contract was drafted the Department of Animal Care and Control (DACC) inadvertently

omitted a key area to be serviced by PHS - the unincorporated area of East Pasadena. To remedy that oversight, in May 2017, a temporary pilot program was entered into through a purchase order to provide services to East Pasadena. The services covered by that purchase order will expire on July 31, 2018. This amendment will amend the 2016 Board-approved contract to add East Pasadena, so that East Pasadena will continue to receive the same services that have been provided through the pilot program, which should have been included in the original 2016 Board-approved contract.

Like Altadena and La Crescenta, East Pasadena was previously served by the County's nearest animal care center in Baldwin Park, which is over ten miles from the nearest section of East Pasadena and unable to provide a satisfactory response time or convenient access to services for residents of East Pasadena. During the pilot program, there was a 70 percent increase in stray pets sheltered by PHS in comparison with the DACC and a two percent increase in the number of stray animals that are returned to their owners. Coverage by PHS has made services more visible and convenient, thus East Pasadena residents are now accessing services more than ever before. Calls for service have increased by 66 percent during the pilot period and response time has decreased significantly with PHS responding to calls up to six times more quickly compared to the Department.

This Amendment will increase the maximum contract sum for the cost of the service to this area at the same per capita rate. It will also allow the Department to continue to collect data from the East Pasadena area as well as the others to further analyze the need and utilization of field and shelter care services, including infrastructure assessments. Approval of this item also allows the residents of unincorporated East Pasadena to continue to access animal care services close to their homes and allow the Baldwin Park Animal Care and Control staff greater capacity to provide response to the cities and unincorporated areas they currently serve, which include portions of Supervisorial Districts 1, 4, and 5.

Implementation of Strategic Plan Goals

Approval of the recommended action is consistent with County Strategic Plan Goal II.2, which supports the wellness of our communities, and Goal III.3 to pursue operational effectiveness, fiscal responsibility, and accountability by providing improved access for County residents to vital services in a more efficient manner.

FISCAL IMPACT/FINANCING

The Department has sufficient funding to pay for the additional cost of adding the unincorporated areas of East Pasadena in the current contract. The contract cost is \$8 per capita, and the increase to the contract for the addition of 9,552 residents in unincorporated East Pasadena is \$76,416. The cost of services will be partially offset by license fee revenue collected in these communities.

After the base term of the Agreement, if the option terms are exercised, the cost of the Agreement will increase by the annual consumer price index rate, as consistent with the current contract.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

This Amendment is exempt from the provisions of County Code Chapter 2.121 because it adds East Pasadena to other areas where animal field and shelter services cannot be performed adequately by County employees at this time due to the distance between the areas where the services are needed to the nearest County animal care and control facility. It is not possible to meet the needs of the County through the recruitment of additional County employees during the time the services are needed because the delivery of such services would require an infrastructure assessment of shelter

assets in order to develop a plan on how to best deliver the needed services to the communities served by the contract.

The County's Living wage ordinance does not apply to this Agreement. This Amendment is consistent with County Contracting Policies and Procedures.

County Counsel has approved the Amendment as to form.

CONTRACTING PROCESS

The existing Agreement to be amended between the County and PHS was entered into as a sole source contract following a solicitation process in 2016. The Department determined that PHS is the only available regional vendor able to provide the required scope and scale of animal care and control services in the current service areas. The amendment was negotiated to increase service areas at the current contract rate. PHS has agreed to execute the Amendment following Board approval.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Residents of unincorporated East Pasadena are currently receiving the services provided by PHS under the pilot program initiated in May 2017, via an approved one-time Purchase Order processed by the County's Purchasing Authority, Internal Services Department. The proposed Amendment will allow for the continuation of services to residents without interruption or transfer of service providers. If the Amendment is not approved, the County would resume the responsibility of providing services to unincorporated East Pasadena, and thereby potentially reducing the level of service to residents.

CONCLUSION

Upon Board approval, the Executive Officer is requested to return one adopted copy of this Board letter to the Department.

The Honorable Board of Supervisors

7/17/2018

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "M Mayeda", is centered on a light yellow rectangular background.

MARCIA MAYEDA

Director

MM:BW:AMJ:WD:in

Enclosures

c: Auditor-Controller
Chief Executive Office
County Counsel
Executive Office

AMENDMENT NUMBER ONE
TO CONTRACT NO. 2016-01 FOR
ANIMAL CARE AND CONTROL SERVICES FOR ALTADENA AND THE
UNINCORPORATED AREAS OF LA CRESCENTA

Attachment I

This serves as an amendment (the Amendment) dated _____, 2018 (the Effective Date), to the agreement dated December 1, 2016 (the Agreement), by and between the County of Los Angeles (County) and Pasadena Humane Society & SPCA, (each a Party and collectively, the Parties).

WHEREAS, Parties have entered into a written Agreement, effective December 1, 2016;

WHEREAS, Parties mutually agree to amend the Agreement to: (1) increase the maximum contract sum; (2) make corrections to the zip codes listed in Exhibit A and include an additional area of service coverage; (3) remove a paragraph from Section 1.2A of the Statement of Work to delete a contradiction; (4) amend Section 1.2C of the Statement of Work to correct a mistake; (5) amend Exhibit B - Pricing Schedule to include the additional area; (6) amend Exhibit E - County's Administration; and (7) add Exhibit R to reflect the boundaries of all contract service areas.

NOW THEREFORE, effective May 1, 2018, Parties hereby agree to amend the Agreement as follows:

1. Section 5.0 Contract Sum, Sub-Section 5.1 is hereby deleted in its entirety and replaced with a new Section 5.1 as follows:

The maximum annual contract sum for this contract is \$575,856. County shall pay Contractor \$499,440 annually for the service areas of Altadena and La Crescenta, which have a combined population of 62,430. County shall pay Contractor \$76,416 annually for the designated service area of all of unincorporated East Pasadena/San Pasqual within zip code 91107, which has a population of 9,552. These amounts are based on a rate of \$8 per capita for the residents in the affected areas. The charge will be increased by the annual CPI rate at the end of the initial three-year Contract Term.

2. Exhibit A - Statement of Work, Section 1.2 Scope of Services is hereby revised to delete the text preceding subsection A. Field Services and replace that text as follows:

The Contractor shall perform all the duties conferred and imposed upon the Director by Los Angeles County Title 10 and applicable state laws and provide animal control services expressly to the entire unincorporated community known as Altadena and the unincorporated portions of La Crescenta-Montrose (including unincorporated portions of zip codes 91001, 91214, 91104, 91020, and 91011) with the exception of those activities outlined in Section 5.8, Animal Control Activities Not Assigned to Contractor.

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Beginning on August 1, 2018, the Contractor shall perform all the duties conferred and imposed upon the Director by Los Angeles County Title 10 and applicable state laws and provide animal control services expressly to the designated service area of all of the unincorporated portions of East Pasadena/San Pasqual within zip code 91107 as described in Exhibit R, with the exception of those activities outlined in Section 5.8, Animal Control Activities Not Assigned to Contractor.

The Contractor will provide all staffing, equipment, and supplies needed in providing these services, and will adhere to all applicable federal, State and local, laws, statutes, and ordinances regarding the humane care and treatment of domestic animals. Contractor shall enforce all provisions of the Los Angeles County Code Title 10. Animal control services will include: field, sheltering, medical, and licensing services, and will include the following tasks:

3. Exhibit A - Statement of Work, Section 1.2 Scope of Services, Subsection A. Field Services, is hereby revised to delete the sixth bullet pointed paragraph that starts with "Enforce all . . ." and replace that paragraph with:
 - Enforce all animal related ordinances (Los Angeles County Code, Title 10) and State laws including, but not limited to the enforcement of animal cruelty laws, and the keeping of wild or exotic animals. Issue citations as appropriate. Investigate and refer cases to the Office of the District Attorney as appropriate.
4. Exhibit A - Statement of Work, Section 1.2 Scope of Services, Subsection C. Medical Services, is hereby deleted in its entirety and replaced with a new 1.2 Scope of Services, Section C. Medical Services:

C. Medical Services

Represents services dedicated to providing medical services to the shelter animals. The Contractor shall:

- Provide access to licensed veterinary medical care, 24 hours per day, 7 days per week;
- Provide comprehensive health screening examinations and as needed treatment to all animals entering the shelter;

**AMENDMENT NUMBER ONE
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- Maintain medical care of sheltered animals to ensure freedom from pain, injury, or disease and in accordance with standards of care set by the American Veterinary Association and California Veterinary Medical Association.
 - Perform spay and neuter services for all dogs and cats pursuant to State law and for all rabbits in accordance County of Los Angeles Department of Animal Care and Control policy;
 - Perform as needed surgical treatments to make animals more adoptable;
 - Perform humane euthanasia of sick, injured, dangerous, feral, or un-adopted animals; and
 - Provide quarantine and observation of animals for rabies.
5. Exhibit A - Statement of Work, Section 5.9 Reporting, is hereby deleted in its entirety and replaced with a new Section 5.9 Reporting:
The Contractor shall produce monthly reports in accordance with the Asilomar Accords.
- The Contractor shall provide monthly reports to the County's Project Manager by the 15th of each month including:
- Animal field services response times by priority call;
 - All impounds by animal type and source (OTI, stray, etc.);
 - Outcome report (include RTO information); and
 - Days held by animal type.
6. Exhibit B - Pricing Schedule is hereby deleted in its entirety and replaced with a new Exhibit B - Pricing Schedule (attached).
7. Exhibit E - County's Administration is hereby deleted in its entirety and replaced with a new Exhibit E - County's Administration (attached).
8. Exhibit R, as attached hereto, is added to the contract following Exhibit Q, showing a map of the contract service coverage areas.

Except to the extent specifically modified by this Amendment Number One, all provisions of the Agreement remain in full force and effect. This Amendment Number One and the Agreement constitute the entire, full and complete agreement between the Parties concerning the subject matter hereof, and supersedes all prior or contemporaneous oral or written communications.

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**AMENDMENT NUMBER ONE
TO CONTRACT NO. 2016-01 FOR
ANIMAL CARE AND CONTROL SERVICES FOR ALTADENA AND THE
UNINCORPORATED AREAS OF LA CRESCENTA**

IN WITNESS WHEREOF, the parties hereto have duly executed this Amendment Number One.

COUNTY OF LOS ANGELES

ANIMAL CARE AND CONTROL

By: _____
Marcia Mayeda
Director, Animal Care and Control

PASADENA HUMANE SOCIETY & SPCA

By: _____
Julie Bank
CEO/President

APPROVED AS TO FORM:

MARY C. WICKHAM
County Counsel

By: _____
David Beaudet
Senior Deputy, County Counsel

MM:BW:AMJ:WD:in
S:Brd.Corres:BL:7.17.18 PHS Amend:/Amendment 1 PHS 6.18

PRICING SHEET

**ANIMAL CARE AND CONTROL SERVICES TO UNINCORPORATED
ALTADENA AND LA CRESCENTA**

Pasadena Humane Society offers a pricing structure based upon total population of service area. This structure covers all costs of doing business with PHS: wages, benefits, insurance, tools, materials, and housing. It also includes the offer of extra contractual services for the residents of the service area, including: disaster response, disaster housing, lower cost spay/neuter, Humane Education, and volunteer opportunities.

The combined population of Altadena and Unincorporated La Crescenta is 62,430 and the population of Unincorporated East Pasadena/San Pasqual is 9,552 and PHS charges \$8/per capita leaving an annual total of \$575,856. PHS will increase the amount by the annual CPI rate at the end of the term.

For licensing PHS will provide all advertising, printed materials (with County approval and seal), and animal tags. PHS will retain 50 percent of all licenses sold and the remaining amount to reduce the monthly contract cost.

Due to the nature of animal control and sheltering, all PHS animal care and administrative support employees will be part of fulfilling the contractual obligations with the County.

COUNTY'S ADMINISTRATION

CONTRACT NO. 2016-01

COUNTY PROJECT DIRECTOR:

Name: Betsey Webster

Title: Chief Deputy Director

Address: 5898 Cherry Avenue

Long Beach, CA 90805

Telephone: (562) 728-4620 Facsimile: (562) 422-3408

E-Mail Address: BWebster@animalcare.lacounty.gov

COUNTY PROJECT MANAGER:

Name: Allison Cardona

Title: Deputy Director, South County Operations

Address: 5898 Cherry Avenue

Long Beach, CA 90805

Telephone: (562) 728-4572 Facsimile: (562) 422-3408

E-Mail Address: ACardona@animalcare.lacounty.gov

COUNTY CONTRACT PROJECT MONITOR:

Name: Whitney Duong

Title: Administrative Services Manager II

Address: 5898 Cherry Avenue

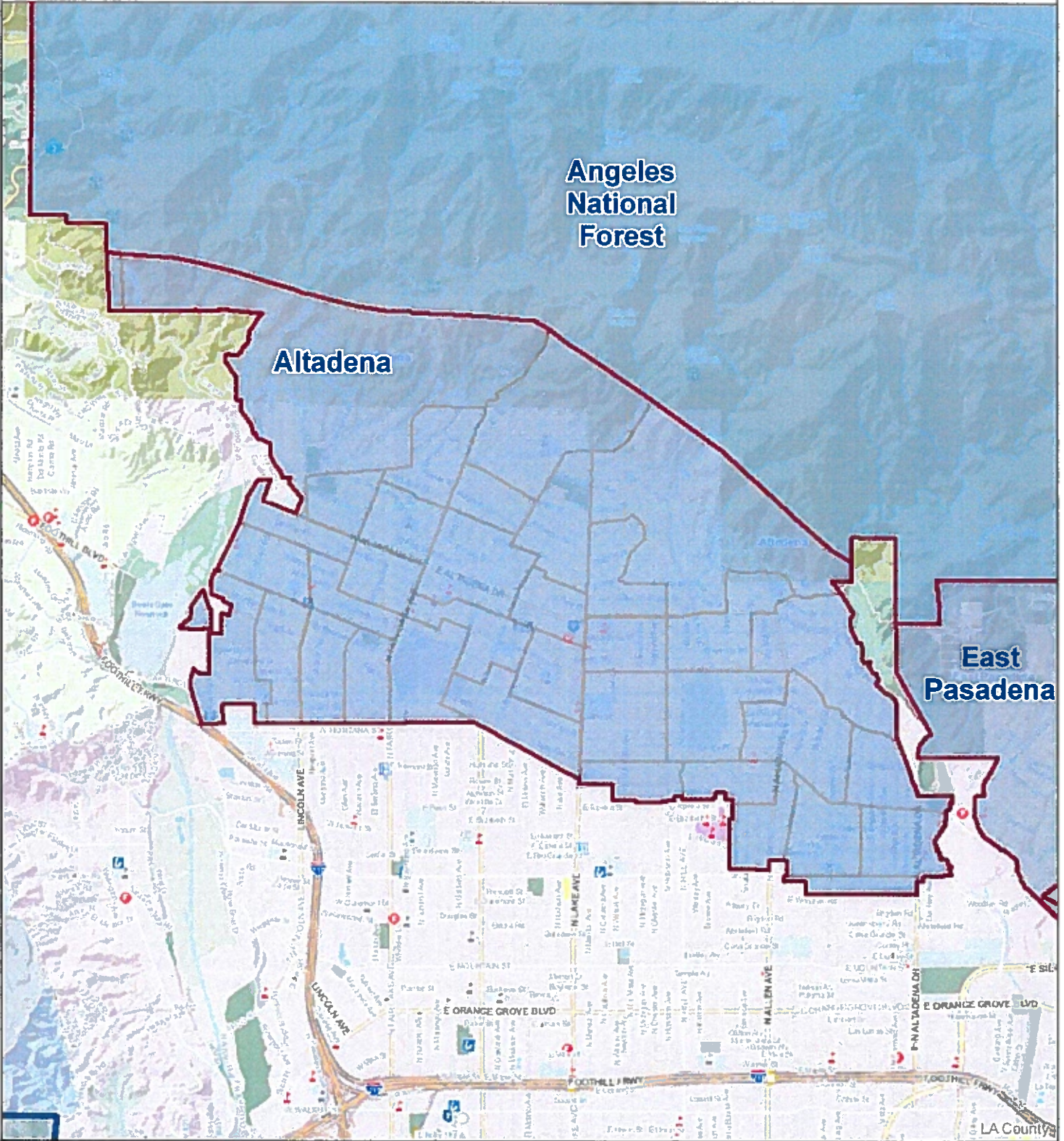
Long Beach, CA 90805



Telephone: (562) 256-2412 Facsimile: (562) 422-3408

E-Mail Address: WDuong@animalcare.lacounty.gov



Board Approved Statistical Areas (BASA) Project 2015 Supervisorial District 5 Unincorporated - Altadena



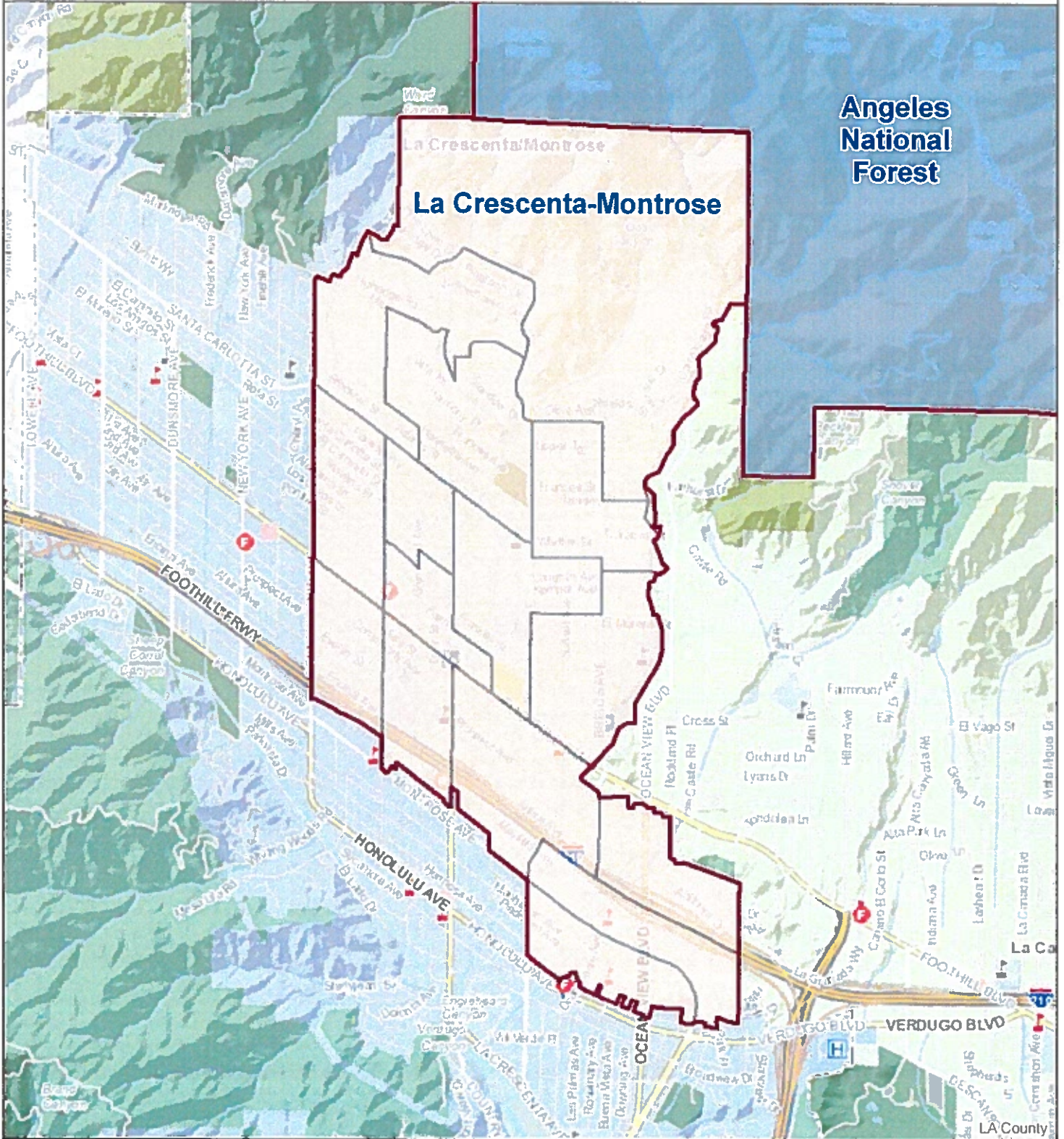
 Supervisorial Districts
 Unincorporated - Altadena
 by Census Block Groups



LA County GIS Department
 11111 Wilshire Blvd, Suite 1000
 Los Angeles, CA 90024
 (213) 473-3100



Board Approved Statistical Areas (BASA) Project 2015 Supervisorial District 5 Unincorporated - La Crescenta-Montrose



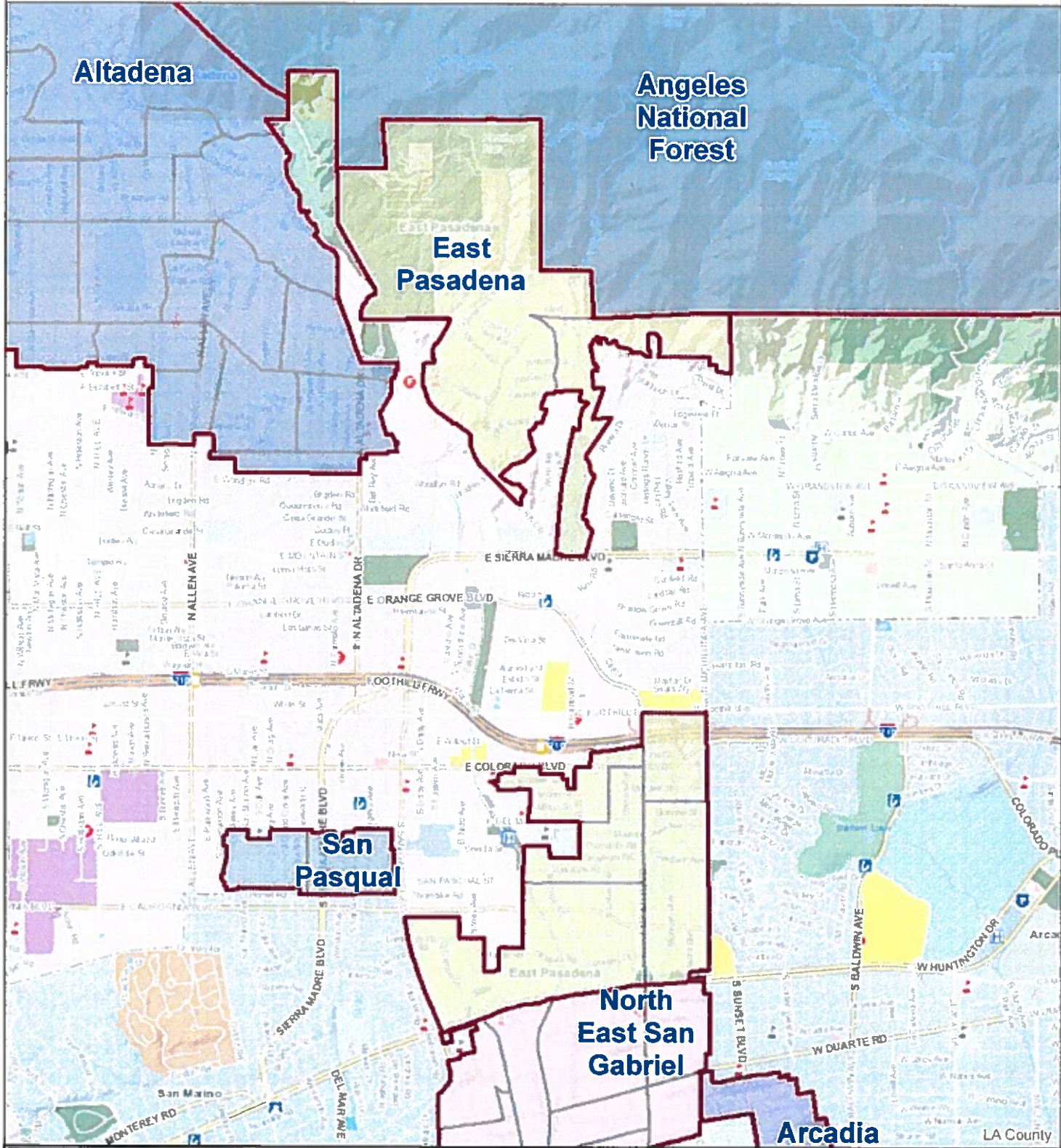
-  Supervisorial Districts
-  Unincorporated - La Crescenta-Montrose by Census Block Groups





Source: U.S. Census Bureau, Census 2000, Census 2010, and American Community Survey 2011



Board Approved Statistical Areas (BASA) Project 2015 Supervisorial District 5 Unincorporated - East Pasadena



-  Supervisorial Districts
-  Unincorporated - East Pasadena by Census Block Groups

