

AGENDA REPORT

DATE February 5, 2008

ITEM Great Falls Animal Shelter Medical Director Contract

INITIATED BY Police Department/ Captain Shanks

ACTION REQUESTED Reject Bid

PREPARED BY CAPTAIN TIM SHANKS/ SUPPORT SERVICES BUREAU

PRESENTED BY CLOYD GROVE, CHIEF OF POLICE

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RECOMMENDATION: It is recommended that the City Commission reject the bid for the position of Great Falls Animal Shelter Medical Director.

MOTION: I move the City Commission reject the bid for the Animal Shelter Medical Director contract.

SYNOPSIS: The specifications were advertised twice in the Great Falls Tribune and mailed to prospective bidders. The bids were opened on December 28, 2007, with one bidder. Although the bidder appeared to meet specifications, further review indicates that it is for part-time service only which does not meet the specifications of the Request for Proposals.

BACKGROUND: The contract is intended to provide medical care for animals at the Great Falls Animal Shelter. Because of the specific limitations of the Request for Proposal which called for up to 40 hours of service per week, a number of veterinarians did not respond. Only one bid was received and this was for part-time only service and did not meet the legal requirements of the bid. The RFP will be readvertised and reworded so it may be more flexible and fair to qualified veterinarians.