



Agenda # 19

Commission Meeting Date:

CITY OF GREAT FALLS

COMMISSION AGENDA REPORT

Item: Great Falls Animal Shelter Medical Director Contract

From: Police Department

Initiated By: Police Department/Captain Shanks

Presented By: Cloyd Grove, Chief of Police

Action Requested: Postpone bid award on Great Falls Animal Shelter Medical Director Contract

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission postpone awarding the bid for a one-year Animal Shelter Medical Director Contract.”

2. Mayor calls for a second, discussion, inquiries from the public, and calls the vote.

Staff Recommendation: It is recommended that the City Commission postpone the bid for a one year Animal Medical Shelter Director contract to allow staff more time to evaluate the proposals.

Background:

Significant Impacts The animals held at the Great Falls Animal Shelter will receive consistent medical care from a licensed veterinarian. By awarding an annual contract, budgeting for professional services becomes more manageable and controls fluctuating rates. Treatment and aftercare will also be more consistent since previously, a variety of veterinarians would help the shelter, leading to differing opinions and directives on care.

Citizen Participation None. Professional services only.

Workload Impacts Workload is not expected to change, although it is anticipated that the Medical Director will be able to provide additional training to staff on recognizing and treating injuries and illnesses to animals. This training can reduce the introduction of disease which has previously quarantined the entire facility for weeks at a time.

Purpose The contract is intended to provide medical care for animals at the Great Falls Animal Shelter. Because of the specific limitations of the December 2007 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 has since been modified to include “relief” veterinarians who will support the lead Animal Medical Director. This addition is intended to help veterinarians who are trying to balance the needs of their clients and those of the animal shelter.

Evaluation and Selection Process The specifications were advertised in the Great Falls Tribune and mailed to prospective bidders. The bids were opened on September 8, 2008. Time will be needed for full evaluation of the bid summaries, confirmation of submitted credentials, and interviews with the prospective bidders.

Concurrences: The purpose of this contract is to follow the recommended action plan of the Staton Report. No other organizations have been consulted.

Fiscal Impact: It is anticipated that the contract award will keep the medical budget for the shelter at \$10,000 or less. It should be noted that the unfortunate duty of euthanasia creates an additional expense for veterinary services. The GF Animal Shelter has trained staff members through a certified euthanasia course and is currently undergoing application through the State Board of Veterinary Medicine and U.S. Drug Enforcement Administration for licensing to administer euthanasia without having to use a licensed veterinarian. It is projected that a cost savings of approximately \$3,000 will result annually.

Alternatives: N/A

Attachments/Exhibits: N/A