



# AGENDA REPORT

**TO:** Steven Falk  
Interim City Administrator

**FROM:** Ann Dunn  
Director, Animal Services

**SUBJECT:** Animal Services Contract with VCA  
Emergency Vet Hospital

**DATE:** May 5, 2020

City Administrator Approval

Date: 5-11-2020

## **RECOMMENDATION**

**Staff Recommends That The City Council Adopt A Resolution Waiving The Advertising And Request For Proposals/Qualifications Process And Authorizing The City Administrator To Increase The Existing VCA Emergency Vet Hospital (“VCA”) Contract For Emergency Veterinary Services For The Term February 5, 2018 Through January 31, 2021, By An Amount Not To Exceed Eighty Thousand Dollars (\$80,000.00), For A Total Contract Amount Of Three Hundred Twenty-Nine Thousand Nine Hundred Ninety-Nine Dollars And Ninety-Nine Cents (\$329,999.99).**

## **EXECUTIVE SUMMARY**

The proposed resolution will waive the advertising and Request for Proposals/Qualifications (“RFP/Q”) process and authorize the City Administrator to increase the amount of the February 5, 2018 – January 31, 2021 contract with VCA Emergency Vet Hospital (“VCA”) to provide as-needed emergency veterinary services for the same contract term in an additional amount not to exceed \$80,00.00.

VCA provides emergency services for animals found injured during OAS closed hours. When Oakland Animal Services (“OAS”) entered into the contract with VCA in 2018, the \$249,999.99 value of the contract was sufficient based on historical spending on these emergency veterinary services. However, during 2018 and 2019, the OAS staff veterinary position was vacant for several months, requiring a heavier than anticipated reliance on external veterinary services. The contract increase will allow necessary services to continue through the contract term and provide sufficient time for the issuance of a Request for Proposals (RFP) and completion of a competitive selection process for a future contract.

City Council  
May 19, 2020

**BACKGROUND / LEGISLATIVE HISTORY**

The existing VCA contract period is from February 5, 2018 to January 31, 2021 for an amount not to exceed \$249,999.99, or an average of \$6,944.44 per month. VCA is an emergency veterinary hospital providing 24-hour services.

At the time the contract was bid, the total average VCA expenses from the preceding two calendar years, 2016 and 2017, was \$54,693.50, or \$4,557.79 per month, making it reasonable to set the overall contract at \$249,999.99. However, use of the emergency veterinary service increased significantly in 2018 and 2019, when OAS did not have an on-staff veterinarian for several months. During 2018 and 2019, OAS expended an average of \$116,113 per year, or an average of \$9,676 per month, making it necessary to increase the contract to be able to access this vital service. Currently, there is \$19,001.64 in available funds, with nine months remaining in the contract period.

<b>Contracted amount</b>	<b>\$249,999.99</b>
Expended amount	\$216,970.35
Amount owed (for invoices being processed)	\$14,028.00
<b>Amount remaining</b>	<b>\$19,001.64</b>

OAS largely serves people from Oakland who lack the financial resources to provide veterinary care for their animals and live in communities where there are no veterinary clinics or other supports for companion animals. Further, over 70% of animals coming into the shelter are strays, meaning they have no known guardian. Many are found by good Samaritans after they have been hit by cars, or otherwise injured.

On April 21, 2020 the City Council approved a resolution to extend the contract for the Easy Bay Society for the Prevention of Cruelty to Animals (EBSPCA) for supplementary spay/neuter services for animals prior to adoption or owner redemption. While both are veterinary services, EBSPCA does not provide emergency, after hours services, making it necessary to have a separate contract with VCA for this.

This request is for resources that already exist within the OAS budget and is not a request for additional resources.

**ANALYSIS AND POLICY ALTERNATIVES**

Increasing the VCA contract amount will ensure that emergency veterinary services continue without interruption through the full contract period, from February 5, 2018 to January 31, 2021.

In a timely manner, in advance of contract expiration, the City can issue a new RFP/Q and complete a competitive selection process to enter into a new contract for these as-needed services.

If the contract amount is not increased, emergency veterinary services would not be available to stray animals who are found injured in the City of Oakland during the hours when OAS is closed, delaying urgent care to relieve suffering, including humane euthanasia.

Staff recommends waiving advertising and the RFP/Q process and authorization of the contract increase due to the need to continue emergency veterinary services.

### **FISCAL IMPACT**

The increase to the funding available for the contract would be for an amount not to exceed \$80,00.00 to provide sufficient funding through the contract period, which expires on January 31, 2021, and will make the contract amount for the term February 5, 2018 – January 31, 2021 a total not to exceed \$329,999.99.

Funding for this contract is in the FY 2019-2020 budget and the FY 2020-2021 budget within Fund 1010, Organization 02491 – Animal Services, Account 54311 – Medical and Veterinary Services. No additional budgetary adjustment is necessary.

### **PUBLIC OUTREACH / INTEREST**

There are no public outreach opportunities associated with this report.

### **COORDINATION**

Development of this report was coordinated with internal OAS staff, Controller's Bureau, City Attorney's Office and City Administrator's Office.

### **SUSTAINABLE OPPORTUNITIES**

***Economic:*** There are no economic, environmental or social equity opportunities associated with this report.

***Environmental:*** There are no economic, environmental or social equity opportunities associated with this report.

***Race & Equity:*** OAS largely serves people from Oakland who lack the financial resources to provide veterinary care for their animals, and live in communities where there are no veterinary clinics or other support for companion animals.

### **ACTION REQUESTED OF THE CITY COUNCIL**

Staff Recommends That The City Council Adopt A Resolution Waiving The Advertising And Request For Proposals/Qualifications Process And Authorizing The City Administrator To Increase The Existing Contract With VCA Emergency Vet Hospital ("VCA") Contract For Emergency Veterinary Services, For the Term February 5, 2018 Through January 31, 2021, By An Amount Not To Exceed Eighty Thousand Dollars (\$80,000.00), For A Total Contract Amount Of Three Hundred Twenty-Nine Thousand Nine Hundred Ninety-Nine Dollars And Ninety-Nine Cents (\$329,999.99).

For questions regarding this report, please contact ANN DUNN, DIRECTOR, at (510) 535-5604.

Respectfully submitted,

*Ann Dunn*

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ANN DUNN  
Director, Oakland Animal Services

Reviewed by: Betsy Lake  
Deputy City Administrator

Prepared by: Ann Dunn, Director