



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Award Contract Grant

Requested Board Meeting Date: 06/12/2018

* = Mandatory, information must be provided

or Procurement Director Award

***Contractor/Vendor Name/Grantor (DBA):**

Town of Oro Valley

***Project Title/Description:**

Intergovernmental Agreement (IGA) between Pima County and the Town of Oro Valley for Animal Control Services. The original document can be found on eContracts by searching 16%177.

***Purpose:**

Amendment #2 extends the agreement between the County and the Town of Oro Valley for the provision of animal care and control services for the period July 1, 2018 through June 30, 2019. Pima County will, on a full cost recovery basis, provide assistance to the Town of Oro Valley with animal control services within the geographical boundaries of the Town relating to enforcement of the Town Code having to do with vaccination, dog licensing, leash laws, animal cruelty and neglect, dangerous animals, diseased animals, biting animals and the provision of sheltering and humane care and re-homing of surrendered and stray animals.

***Procurement Method:**

Procurement Exempt - Contracts Policy, D29.4.H - IGA

***Program Goals/Predicted Outcomes:**

Increase the safety and health of humans and animals, reduction in stray and dangerous animals, and animal cruelty, neglect, waste, and excessive noise within the community.

***Public Benefit:**

By providing cost-effective, high quality, humane animal sheltering, welfare and enforcement services, the Town and County promote the health and safety of all residents and visitors, and their companion animals.

***Metrics Available to Measure Performance:**

The Pima Animal Care Center (PACC), on behalf of the County will provide monthly, quarterly and fiscal year end reports that include:

- Services provided including number dog licenses issued, number of call responses, number of animals processed.
- Financial reports that include the costs associated with those services.

***Retroactive:**

No. This agreement has been reviewed by the Town's Attorney and approved by Town Staff to be included in a Town Council Meeting scheduled to occur before the June 12 Board of Supervisor's Meeting.

To: COB 5/30/2018 (1)
Vers.: 1
pgs.: 3

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Effective Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____

Expense Amount: \$* _____ Revenue Amount: \$ _____

***Funding Source(s) required:**

Funding from General Fund? Yes No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? Yes No

***Is the Contract to a vendor or subrecipient?**

Were insurance or indemnity clauses modified? Yes No

If Yes, attach Risk's approval

Vendor is using a Social Security Number? Yes No

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment / Revised Award Information

Document Type: CTN Department Code: PAC Contract Number (i.e., 15-123): 18-175

Amendment No.: 02 AMS Version No.: 01

Effective Date: ~~06/30/2018~~ 7/1/2018 AC New Termination Date: 06/30/2019

Prior Contract No. (Synergen/CMS): CTN-HD-16-177

Expense or Revenue Increase Decrease Amount This Amendment: \$ 143,497

Is there revenue included? Yes No If Yes \$ 143,497

***Funding Source(s) required:** N/A - revenue

Funding from General Fund? Yes No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards) Award Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____

Effective Date: _____ Termination Date: _____ Amendment Number: _____

Match Amount: \$ _____ Revenue Amount: \$ _____

***All Funding Source(s) required:**

*Match funding from General Fund? Yes No If Yes \$ _____ % _____

*Match funding from other sources? Yes No If Yes \$ _____ % _____

*Funding Source: _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**

Contact: Sharon Grant

Department: PAC Telephone: 724-7842

Department Director Signature/Date: [Signature]

Deputy County Administrator Signature/Date: [Signature]

County Administrator Signature/Date: C. Dulubay 5/29/18
(Required for Board Agenda/Addendum Items)

| | | | | | | | | | |
|---|---|-----------------|--|------------|-----------------------|----------------------|-----------|---|--|
| <p>PIMA ANIMAL CARE</p> <p>PROJECT: Animal Care and Enforcement Services</p> <p>TOWN: Town of Oro Valley</p> <p>CONTRACT NO.: CTN-PAC-18-175; formerly CTN-HD-16-177</p> <p>CONTRACT AMENDMENT NO.: Two (02)</p> | <table border="1"> <tr> <td colspan="2" style="text-align: center;">CONTRACT</td> </tr> <tr> <td>NO.</td> <td><u>CTN-PAC-18-175</u></td> </tr> <tr> <td>AMENDMENT NO.</td> <td><u>02</u></td> </tr> <tr> <td colspan="2"> <small>This number must appear on all invoices, correspondence and documents pertaining to this contract.</small> </td> </tr> </table> | CONTRACT | | NO. | <u>CTN-PAC-18-175</u> | AMENDMENT NO. | <u>02</u> | <small>This number must appear on all invoices, correspondence and documents pertaining to this contract.</small> | |
| CONTRACT | | | | | | | | | |
| NO. | <u>CTN-PAC-18-175</u> | | | | | | | | |
| AMENDMENT NO. | <u>02</u> | | | | | | | | |
| <small>This number must appear on all invoices, correspondence and documents pertaining to this contract.</small> | | | | | | | | | |

| | | | |
|--|-----------------------|---------------------------------|-----------|
| ORIG. CONTRACT TERM: | 07/01/2016-06/30/2017 | ORIG. CONTRACT AMOUNT: | \$143,635 |
| TERMINATION DATE PRIOR AMENDMENT: | 06/30/2018 | PRIOR AMENDMENTS: | \$151,268 |
| TERMINATION DATE THIS AMENDMENT: | 06/30/2019 | AMOUNT THIS AMENDMENT: | \$143,497 |
| | | REVISED CONTRACT AMOUNT: | \$438,400 |

INTERGOVERNMENTAL AGREEMENT AMENDMENT

WHEREAS, Town and County entered into a Contract for services as referenced above; and

WHEREAS, Town and County, pursuant to Article 2.0 – Term/Effective Date, have agreed to extend the Contract term for a period of one year; and

WHEREAS, Town and County have agreed to increase the contract amount to allow payment for the continued provision of animal care and enforcement services during the extended term of the contract.

NOW, THEREFORE, it is agreed as follows:

1. **Term.** The Contract terminates on June 30, 2019. The Parties shall have the option to extend this Agreement for up to two (2) additional one (1) year periods or any portion thereof.
2. **Maximum Payment Amount.** The maximum amount the Town will spend under this Contract, as set forth in Article 4.0, Payment, is increased by \$143,497. Town’s total payments to County under this contract, including any sales taxes, will not exceed \$438,400.

The Town will reimburse the County approximately \$143,497 for Fiscal Year 2018-2019. The County will bill the Town monthly for services. The total cost delineated in Article 4.1 below is the estimated cost of service for the Town of Oro Valley. Actual cost may vary and will be based on documented services provided to the Town or Town residents. Monthly bills may be adjusted on a quarterly basis as set forth in Article 5.2.1.

3. **Estimated Expenses.** Add to Article 4.1 as follows:

The costs of service units for fiscal year 2018-2019 are projected below:

| <u>Expenses</u> | <u>Amount</u> | <u>Allocation Basis</u> |
|---------------------------------|-------------------|-------------------------------------|
| Administration Management | \$ 11,084 | Ratio of all Service Provided |
| Field Services / Enforcement | \$ 34,243 | Ratio of Enforcement Call Responses |
| Shelter and Veterinary Services | \$ 50,620 | Ratio of Animals Handled |
| Spay / Neuter Services | \$ 17,354 | Per Capita |
| Licensing | \$ 30,196 | Ratio of Licenses Issued |
| TOTAL | \$ 143,497 | |

The annual estimated allocation of \$143,497 for FY2018/19 is based on the average of the previous full fiscal year's ratio of expenses incurred in the provision of animal services to the Town as compared to the total expenses for services provided for all jurisdictions. The Fiscal Year 2018/19 allocation to the Town is 1.66% of the total PACC budget and represents an average of the Town's percent allocation of total animal services expenditures incurred by the County for services in the Town for Fiscal Year 2016/2017. The County will provide the Town the annual estimated expenses for PACC and the Town's estimated share of expenditures for Fiscal Year 2019/20 no later than January 31, 2019.

4. **Counterparts.** This Amendment may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The signature pages from one or more counterpart may be removed from such counterpart and attached to a single instrument.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the County has caused this Amendment to be executed by the Pima County Board of Supervisors, as attested to by the Clerk of the Board, and the Town of Oro Valley has caused this Amendment to be executed by the Mayor of the Town of Oro Valley, upon resolution of the Mayor and Council, as attested to by the Town Clerk.

PIMA COUNTY:

TOWN OF ORO VALLEY:

Chair, Board of Supervisors

Date

Town Mayor

Date

ATTEST

ATTEST

Clerk of the Board

Date

Town Clerk

Date

APPROVED AS TO CONTENT



Department Director or designee

5/25/18

Date

ATTORNEY CERTIFICATION

The foregoing Amendment to the Agreement between Pima County and the Town of Oro Valley has been reviewed pursuant to A.R.S. § 11-952 by the undersigned who have determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona to those parties to the Agreement.



Deputy County Attorney

5-25-18

Date

Town Attorney

Date