



**BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS**

Award Contract Grant

Requested Board Meeting Date: 06/18/2019

* = Mandatory, information must be provided

or Procurement Director Award

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

Central Pet Partners, LLC

***Project Title/Description:**

Kennel and Pet Care Services

***Purpose:**

Amendment of Award: Master Agreement No. MA-PO-18-076, Amendment No 4. This Amendment increases the annual award amount by \$100,000.00 from \$700,000.00 to \$800,000.00 for a cumulative not-to-exceed contract amount of \$1,470,000.00. This increase is included as part of the PACC FY 19/20 budget request.

The new PACC facility enjoys a large number of public visitors every day. This in turn requires more frequent cleanings and spot cleanings, especially for pet living spaces and areas largely accessible to the public. With increased traffic also coming from various volunteer and school groups, as well as an increased media presence covering the facility's programs and needs, this contract allows us to meet the community's expectations. These professionally executed cleanings serve the purpose of preventing disease, maintaining the habitability of the kennels, and providing humane professional pet care. Notably since this contract has been in place we have not experienced any disease outbreaks in the facility.

Administering Department: Pima Animal Care Center

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.010, Competitive Sealed Bidding, on September 19, 2017, the Board of Supervisors approved an award of contract for an initial term of two (2) months and a contract amount of \$111,666.67 pending a cost analysis to be provided by PACC.

On 11/07/2017, the Board of Supervisors approved Amendment No. 1 to extend the termination date to 09/18/18, and increase the contract amount by \$558,333.33 to the original requested annual award amount of \$670,000.00 with four (4) one-year renewal options.

On 06/04/18, the Procurement Director approved Amendment No. 2 to extend the termination date to 09/18/19, and to add the annual award amount of \$670,000.00 for a cumulative not-to-exceed contract amount of \$1,340,000.00.

On 10/02/2018, the Board of Supervisors approved Amendment No. 3 to increase the annual award amount by \$30,000.00 from \$670,000.00 to \$700,000.00 for a cumulative not-to-exceed contract amount of \$1,370,000.00 to allow for the mandated Living Wage increase of 2.65%.

PRCUID: 269049

Attachment: Master Agreement

***Program Goals/Predicted Outcomes:**

To maintain PACC Kennels at optimum sanitary conditions.

***Public Benefit:**

Good sanitary conditions reduce the spread of disease. Decreased number of ill animals reduces shelter costs.

***Metrics Available to Measure Performance:**

Employee time sheets are reviewed to measure cleaning time required compared to kennels maintained.

***Retroactive:**

TO: COB 06/04/19

No.

VERS: 6

PGS: 4

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

If Yes, 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: MA Department Code: PO Contract Number (i.e.,15-123): 18-076

Amendment No.: 4 AMS Version No.: 6

Effective Date: 06/18/2019 New Termination Date: _____

Prior Contract No. (Synergen/CMS): _____

Expense or Revenue Increase Decrease Amount This Amendment: \$ 100,000.00

Is there revenue included? Yes No If Yes \$ _____

***Funding Source(s) required:** PACC Special Revenue Fund

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: Jennifer Moore, Procurement Officer *DW* Division Manager: *Ann W. Q* *6/3/19*

Department: Procurement *Majors* *6/3/19* Telephone: 520.724.8164

Department Director Signature/Date: _____ *John K H* *3 June 19*

Deputy County Administrator Signature/Date: _____ *6/3/2019*

County Administrator Signature/Date: _____ *C. D. ...* *6/4/19*
(Required for Board Agenda/Addendum Items)



PIMA COUNTY

MASTER AGREEMENT

PIMA COUNTY, ARIZONA

**THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION**

Master Agreement No: 1800000000000000076

MA Version: 6

Page: 1 of 2

Description: Kennel and Pet Care Services

I S S U E R	Pima County Procurement Department 130 W. Congress St. 3rd Fl Tucson AZ 85701 Issued By: JENNIFER MOORE Phone: 5207248164 Email: jennifer.moore@pima.gov
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T E R M S	Initiation Date: 06-18-2019 Expiration Date: 09-18-2019 <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>NTE Amount:</td> <td>\$1,470,000.00</td> </tr> <tr> <td>Used Amount:</td> <td>\$1,198,397.76</td> </tr> </table>	NTE Amount:	\$1,470,000.00	Used Amount:	\$1,198,397.76
NTE Amount:	\$1,470,000.00				
Used Amount:	\$1,198,397.76				

V E N D O R	Central Pet Partners LLC PO BOX 6325 Amado AZ 85645	Contact: Julie Grounds Phone: 520-975-8462 Email: juliegrounds@gmail.com Terms: 0.00 % Days: 15
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Shipping Method:	Vendor Method
Delivery Type:	
FOB:	FOB Dest, Freight Prepaid
Modification Reason	
This Amendment No. 4 increases the annual award amount by \$100,000.00 from \$700,000.00 to \$800,000.00 for a cumulative not-to-exceed contract amount of \$1,470,000.00.	

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



PIMA COUNTY

MASTER AGREEMENT DETAILS

Master Agreement No: 1800000000000000076

MA Version: 6

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Line	Description					
1	Daily Charge - Shelter Cleaning Service (96 Hours)					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	DAY	\$1,689.84			
2	Contingency Services					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	HOUR	\$17.26			