



## **CITY OF MENIFEE**

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SUBJECT: Agreement Amendment with Animal Friends of the Valleys for Animal Field Services

MEETING DATE: June 19, 2024

TO: Mayor and City Council

PREPARED BY: David Gutierrez, Police Captain

REVIEWED BY: Chris Karrer, Police Chief

APPROVED BY: Armando G. Villa, City Manager

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### **RECOMMENDED ACTION**

1. Approve and authorize the City Manager to execute Amendment No. 4 to the existing Professional Services Agreement with Animal Friends of the Valley for animal field services, increasing the contract amount by \$719,696.25 for a revised total contract amount not-to-exceed \$1,646,696.25, and extending the term of the contract through June 30, 2027.

### **DISCUSSION**

Animal Friends of the Valleys (AFV) provides animal field services for the City of Menifee and the surrounding areas. This includes field service coverage 16 hours per day, five days per week, court attendance, mileage, after hours calls for nights and weekends (20 hours per week), and vet costs. The Police Department has maintained a contract for these services with AFV since June of 2020. Throughout the contract period, staff believes AFV has provided exceptional service to the City and desires to continue utilizing them for field services.

It is imperative that the City has access to animal control field services to provide for the following: lost and stray dog/cat rescue, catching/trapping loose dogs, transportation of animals, safe and lawful oversight of rabies quarantines, response to animal related noise complaints, pick up/disposal of deceased animals, public education and conducting investigations of vicious animals, dog bites and animal neglect cases.

Contract Amendment No.4 would increase the existing agreement by \$719,696.25 for a new not-to-exceed contract amount of \$1,646,696.25 and would extend the contract period for an additional three years of service, through June 30, 2027. While there will not be a cost increase in FY 2024/2025, there is 2.5% escalator built into year two (FY 2025/2026) and year three (FY 2026/2027) of the contract period to address operational cost increases. The amendment specifics are outlined in Table 1 on the following page.

**TABLE 1- ANIMAL FRIENDS OF THE VALLEY AGREEMENT SUMMARY**

Type	Dates	Not-to-exceed Amount	New Contract Total
Original + Amen 1-3	7/1/20 – 6/30/24	\$927,000.00	\$927,000.00
Amendment No.4	7/1/24 – 6/30/25	\$234,000.00	\$1,161,000.00
Amendment No.4	7/1/25 – 6/30/26	\$239,850.00	\$1,400,850.00
Amendment No.4	7/1/26 – 6/30/27	\$245,846.25	<b>\$1,646,696.25</b>

Pursuant to Menifee Municipal Code Chapter 3.12.090, any change order in an amount greater than \$25,000 or any change order which, when considered with the aggregate amount of all other changes to a contract, exceeds 10% of the original contract cost, shall be approved by the City Council. All other terms of the agreements shall remain the same.

**STRATEGIC PLAN OBJECTIVE**

Regular City Business

**FISCAL IMPACT**

The fiscal impact of Amendment No. 4 to the existing Professional Services Agreement with Animal Friends of the Valley is \$719,696.25. Funding for this Amendment is budgeted in the adopted FY 2024/2025 Budget, within Account No. 100-4450-52807 (Animal Field Services).

Funding for the future fiscal years would be incorporated into the corresponding budgets. No additional budget appropriation action is required.

**TABLE 2- ANIMAL FRIENDS OF THE VALLEY**

Fiscal Year	Contract	Account	PO Total for FY	Contract Total
2024-2025	Amendment No. 4	100-4450-52807	\$234,000.00	\$1,161,000.00
2025-2026	Amendment No. 4	Budget to be Determined	\$239,850.00	\$1,400,850.00
2026-2027	Amendment No. 4	Budget to be Determined	\$245,846.25	<b>\$1,646,696.25</b>

**ATTACHMENTS**

1. Animal Friends of the Valley Amendment No. 4
2. Animal Friends of the Valley Original Agreement
3. Animal Friends of the Valley Amendment No. 1
4. Animal Friends of the Valley Amendment No. 2
5. Animal Friends of the Valley Amendment No. 3