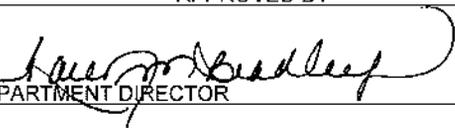
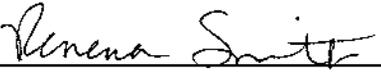


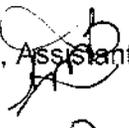
AGENDA ITEM NO. 1A
COUNCIL MEETING 11/07/13

APPROVED BY


DEPARTMENT DIRECTOR


CITY MANAGER

NOVEMBER 7, 2013

FROM: KAREN M. BRADLEY,  Assistant Controller
Finance Department

BY: KIM JACKSON,  MA III
Finance Department

SUBJECT: REJECT PROPOSALS FOR PET LICENSING SERVICES
4 YEAR CONTRACT PERIOD (RFP FILE NO. 9164)

RECOMMENDATION

Staff recommends that the Council reject the proposals for Pet Licensing Services (RFP File No. 9164) as the City continues to evaluate and assess its intentions with respect to negotiating a long term solution for animal control services. Until such time as the City, the County and the Central California SPCA make a final determination as to the long term solution to animal control in the City and County, the City will not be moving forward with its proposal to contract out its pet licensing services. Rejecting these proposals will allow Staff to issue a new RFP at a later date with a refined scope more consistent with final resolution and agreement as to a holistic animal control solution that will facilitate the submission of responsive proposals.

EXECUTIVE SUMMARY

The Finance Department, Business License Division was seeking proposals to provide pet licensing services which would manage the daily operations of animal licensing, including but not limited to the processing of licensing mail from pet owners, processing of license sales, tags and vaccination reports and entering licensing data and citations generated by the SPCA into a database. These services would have also included the processing of payments, providing monthly licensing, citation and other reports, and enabling an online license tag lookup to the public to assist with reuniting lost animals with their owners. The City continues to work with the County and the SPCA to find a long term resolution to animal control issues and until such time as a comprehensive solution is developed and the actual scope of the animal licensing services to be provided as well as other services that may be needed, the City cannot move forward with a vender selection. Staff anticipates that scope details will not be known for at least nine to twelve months.

BACKGROUND

The Finance Department was seeking to establish an improved process for pet licensing services. In recent years, with staff reductions, the department was in need of finding vendors who could provide assistance in the area of pet licensing, vaccination tracking, citation billing and collection as well as other enhancements that could benefit pet owners.

REPORT TO THE CITY COUNCIL

Pet Licensing Services – Proposal Number 9164

November 7, 2013

Page 2

A Notice Inviting Bids was advertised through Planet Bids Online. A four-year contract was anticipated, consisting of annual renewals for each succeeding contract period but not to exceed forty-eight months. Two proposals were received.

Subsequent to the receipt of the proposals and presentations by each vendor, the City, County and SPCA began negotiations on a broader scale well beyond simple animal licensing. The City continues to work with the County and the SPCA to find a long term resolution to animal control issues and until such time as a comprehensive solution is developed and the actual scope of the animal licensing services as well as other services that may be needed, the City cannot move forward with a vender selection. Staff anticipates that these details will not be known for at least nine to twelve months.

FISCAL IMPACT

Rejecting the proposals for this RFP has no current fiscal impact, but doing so will allow Staff to move forward at a later date with another RFP which will better address the needs as developed through the ongoing discussions between the various parties.

Attachment: Listing of Proposers/Bid Evaluation

LISTING OF PROPOSERS

FOR: REQUEST FOR PROPOSALS FOR PET LICENSING SERVICES

RFP No. 9176
RFP Opening: August 31, 2011

PROPOSER'S	TOTAL PROPOSAL AMOUNT
1. PetData, Inc. 1850 Crown Dr., Suite 1110 Farmers Branch, TX 75234	\$60,762/yr - \$243,048 over 4 yrs
2. Progressive Solutions P.O. Box 783 Brea CA 92822	\$55,000/yr - \$220,000 over 4 yrs

Each proposer has agreed to allow the City one hundred twenty (120) days from date proposals were opened to accept or reject their proposal.

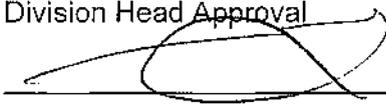
DEPARTMENT CONCLUSIONS AND RECOMMENDATION:

Award a contract in the amount of \$ _____
to _____
in accordance with the Selection Committee recommendation.

Reject all proposals. Reason: The City continues to work with the County of Fresno and the Central California SPCA to determine a long term resolution to animal control in the City and County of Fresno. It is anticipated that a final agreed upon resolution is six to nine months away and details have yet to be discussed and negotiated. The vendor submissions were initially requested and submitted well over two years ago when the City was looking to potentially outsource its in-house dog licensing services. Until such time as an overall animal control agreement can be reached, the City will not be moving forward with outsourced dog licensing.

Remarks: The City thanks all participating vendors for their submissions.

Division Head Approval



Title Management Analyst III

Date 10-18-13

LISTING OF PROPOSERS

FOR: REQUEST FOR PROPOSALS FOR PET LICENSING SERVICES

RFP No. 9176
RFP Opening: August 31, 2011

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- | | |
|--|---|
| <input checked="" type="checkbox"/> Approve Dept. Recommendation | <input checked="" type="checkbox"/> Approve Finance/Purchasing Recommendation |
| <input type="checkbox"/> Disapprove | <input type="checkbox"/> Disapprove |
| <input type="checkbox"/> See Attachment | |

FINANCE DEPARTMENT

CITY MANAGER

Jason MacDonald 10/18/13
Purchasing Manager Date

[Signature] 10/18/13
City Manager or Designee Date

[Signature] 10-18-13
Assistant Controller Date
S. Kim Jackson on Behalf of
Karen M. Bradley *[Signature]*