

Audit and Accountability Committee



Post Solicitation Briefing for Operations and Management of the Paul Jolly Center for Pet Adoptions

Date: August 30, 2019

Presented by: Heber Lefgren, Director, Animal Care Services

Solicitation Overview

Project Overview

- ACS is seeking to lease the Paul Jolly Center for Pet Adoptions to a nonprofit organization to operate and manage the adoption center and Petco Pavilion. The selected tenant will be responsible for operating the facility, rescuing 2,000 animals and maintaining a 90% live release rate, and providing educational opportunities for the community.

Solicitation Type

- RFP

Estimated Value

- \$475,000 in year 1
- \$495,000 annually thereafter

Proposed Term

- 3 years with one, 3-year renewal option

Recommended Award

RFP for Operations and Facility Management of the Paul Jolly Center for Pet Adoption RFP 2019-059, RFx 6100011373 Final Evaluation Summary June 4, 2019	Maximum Points	Firm 1	Firm 2
A - Experience, Background, Qualifications	40	35.00	24.50
B - Proposed Plan	35	26.13	14.25
C - Sustainability Plan	25	20.13	15.38
A + B + C SUB-TOTAL	100	81.26	54.13
TOTAL SCORE	100	81.26	54.13
RANK BASED ON TOTAL SCORE		1	2

SBEDA Subcontracting Requirements: Waived

Local Preference Program: Not applicable

Veteran Owned Small Business Preference Program: Not applicable

Due Diligence

Finance and Audit Departments – Due Diligence Results

Number of vendors notified:	146
Number of vendors at pre-submittal conference:	2
Number of responses received:	3
Results of Minimum Requirements Review	1 proposal was substantially incomplete and deemed non-responsive
Results of Due Diligence Review	No Findings