



City of San Antonio

Agenda Memorandum

File Number:16-4863

Agenda Item Number: 24.

Agenda Date: 9/29/2016

In Control: City Council A Session

DEPARTMENT: Animal Care Services

DEPARTMENT HEAD: Heber Lefgren

COUNCIL DISTRICT(S) IMPACTED: City Wide

SUBJECT: Approval of a Lease Agreement for the City's Paul Jolly Center for Pet Adoptions & PETCO Pavilion Management

SUMMARY:

An Ordinance authorizing the City Manager or designee to enter into a lease agreement with the Animal Defense League (ADL) to operate and manage the Paul Jolly Center for Pet Adoptions and PETCO Pavilion located at Brackenridge Park for a term of three years with the option to renew the lease for one additional three year term.

BACKGROUND INFORMATION:

In October 2013, the City of San Antonio opened the Paul Jolly Adoption Center (PJAC) located at Brackenridge Park. This adoption center provides the public with an additional location to adopt pets and is currently operated by San Antonio Pets Alive!. The current lease, initially established in October 2013, is scheduled to end on October 31, 2016.

On June 5, 2016, the City released a Request for Proposal (RFP) for the operation and facility management of the Paul Jolly Center for Pet Adoptions (PJAC). The City held a pre-submittal conference at Animal Care Services on June 14, 2016 to answer questions of potential Respondents. The proposal was advertised to the public in the San Antonio Express News, the City's Website and TVSA (Time Warner Cable Channel 21) and outreach notices were sent to existing animal care partners notifying them of the RFP and how to apply. Due to the nature of the scope of this RFP based on specific needs for specialized training, the SBEDA Program did not apply to this solicitation.

On July 6, 2016 the RFP closed and three responses were received. These responses were reviewed by a project evaluation committee consisting of representatives from the City Manager's Office, Animal Care Services, Animal Care Services Advisory Board, Metropolitan Health District, and the PETCO Foundation. Evaluations were based upon the respondent's Experience, Background and Qualifications; Proposed Operating Plan; and Sustainability Plan. Following the review of the proposals, representatives from all three submitting agencies were interviewed in-person. The results of the RFP process were presented to the Audit Committee on August 16, 2016 and the Audit Committee recommended forwarding the selected respondent to City Council for consideration.

Based on the proposal submission and corresponding interviews, staff recommends entering into agreement with the Animal Defense League of Texas (ADL) for the operation and facility management of the Paul Jolly Center for Pet Adoptions and PETCO Pavilion.

ISSUE:

This Ordinance authorizes a lease between the City of San Antonio and the Animal Defense League for the operation and facility management of the adoption center and pavilion located at the City's Brackenridge animal care facility for a period of three years with the option to renew one additional three year contract extension subject to approval by the City Manager or designee.

Under this lease agreement the Animal Defense league will be responsible for pulling 8,800 pets from ACS during the initial term of the agreement (2,300 during the first year, 2,875 during the second year, and 3,593 each year thereafter) in addition to the 3,184 of pets they rescue today. ADL also will be responsible for ensuring that these pets are spay/neutered prior to their adoption, foster, or transfer to another rescue organization. Furthermore, ADL would be responsible for maintaining an event calendar for the use of the pavilion and would allow the structure to be used by themselves, the community, and the City.

During the term of the contract, ADL will be responsible for the day-to-day operations to include staffing, utilities, equipment, and general repairs. All revenue generated from the management of the adoption center and pavilion will be retained by ADL. The initial fee schedule and any future changes may be adjusted with final approval by the Animal Care Services Director.

ALTERNATIVES:

Should the lease with ADL not be approved, ACS would release an RFP and/or devise strategies to operate the adoption center and pavilion utilizing additional City resources. Should additional resources not be allocated, the facility could sit vacant until a new operator could be selected.

FISCAL IMPACT:

Under the lease agreement, ADL will pay the City an annual rent fee of \$1.00 for the term of the contract. The City will make a one-time payment to ADL in the amount of \$20,000.00 for transition expenses such as facility deep-cleaning, computers, security cameras, and other smaller furniture or fixtures. This expense is included in the FY 2016 General Fund Budget.

Under this lease agreement, the City will provide a per-pet-stipend ranging from \$70 to \$125 for an amount not to exceed \$75,000 annually for the rescue of the harder to place pets with medical or behavioral issues as

identified by ACS. Funding for this lease agreement is included in the FY 2017 General Fund Adopted Budget.

RECOMMENDATION:

Staff recommends the approval of an Ordinance authorizing a lease with ADL to operate and manage the Paul Jolly Center for Pet Adoptions and PETCO Pavilion.