




JUNE 21, 2010

SUBJECT: ANIMAL CARE AND CONTROL COMPANION ANIMAL  
SERVICES CONTRACT AWARDS

INITIATED BY: DEPARTMENT OF HUMAN SERVICES  
Sam C. Baxter, Director   
Steve Campbell, Facilities and Field Services Manager   
Helen Collins, Senior Administrative Analyst 

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STATEMENT ON THE SUBJECT:

The City Council will consider awarding contracts to the Amanda Foundation for animal services including interim companion animal sheltering, to Los Angeles County for comprehensive animal services and to spca-LA for animal services including sheltering.

RECOMMENDATION:

1. Authorize staff to implement options proposed below for local animal resources.
2. Authorize the City Manager to execute a two-year agreement with the Amanda Foundation to provide interim companion animal sheltering and related animal services as needed.
3. Authorize the City Manager to execute a five-year agreement with Los Angeles County Department of Animal Care and Control for comprehensive animal services.
4. Authorize the City Manager to execute an agreement with spca-LA for animal services including sheltering.

BACKGROUND ANALYSIS:

Since incorporation, the City of West Hollywood has contracted with Los Angeles County Department of Animal Care and Control for comprehensive animal services and with spca-LA for sheltering services. County services to the City are provided from their offices/shelter located in Carson (22 miles from West Hollywood) and spca-LA provides sheltering services to the City from their shelter located in Hawthorne (21 miles from West Hollywood). On average, the City of West Hollywood sheltering activity is approximately 37 companion animals annually with an estimated 5% redemption rate.

In 2001, Beverly Hills, Culver City and West Hollywood jointly explored the feasibility of creating a three-city consortium for providing animal field and sheltering services. It was determined that it would not be efficient nor effective for the three cities to combine field

and/or sheltering services. As a result, Beverly Hills and Culver City continued contracting with Los Angeles County for both field and sheltering services.

More recently, Beverly Hills began contracting with the City of Los Angeles for animal services (field and sheltering) and Culver City began supplementing field services internally while remaining under contract with Los Angeles County and they shelter their animals with spca-LA.

At the regular meeting of September 8, 2009, the City Council directed staff to conduct a feasibility study for enhancing local animal resources. The directive included several options recommended for inclusion in the study:

- Shifting our contract with Los Angeles County to Los Angeles City, taking advantage of the West LA Shelter;
- Supplemental "housing" services provided by either local pet stores, or animal hospitals and clinics. (for example, the City could contract with a local animal hospital covering the housing costs for the first two weeks of shelter before the lost animals are moved to the City of Hawthorne);
- Increase vaccination and "altering" services;
- Increase pet adoptive opportunities;
- Multi-Agency efforts with non-profits; and
- Establishing a taskforce or working group of staff, county, LA City, non-profits, etc.

Staff has researched available options for enhancing local animal resources and is recommending implementation of the findings as follows:

- **Shifting our contract with Los Angeles County to Los Angeles City, taking advantage of the West LA Shelter;**

As an initial step in the process, staff contacted the City of Beverly Hills who currently (as of February 2009) contracts with the City of Los Angeles for sheltering and field services. The City of Beverly Hills is very satisfied with the services they are receiving from the City of Los Angeles. It should be noted that the cost for the services provided by the City of Los Angeles is approximately three times greater than the previous contract with Los Angeles County Animal Care and Control.

Staff also had discussions with Culver City, who has one internal Animal Care and Control Officer, which is assigned to the Police Department. The Officer addresses the day-to-day operations and utilizes the services of Los Angeles County Department of Animal Care and Control to supplement staffing for evenings,

weekends and day to day support as needed Culver City contracts with spca-LA for sheltering services.

Staff had discussions with the City of Los Angeles Department of Animal Services and met with the Department representatives. Los Angeles informed the City that they are unable to commit at this time to a full service contract (field and sheltering services) with West Hollywood due to budget issues and limited / over-extended resources. The City of Los Angeles submitted a proposal for providing services at the West Los Angeles Shelter, for sheltering only. However, upon further consideration and analysis it was determined the associated costs for shifting service providers was prohibitive. The proposed sheltering costs include a monthly administrative fee of \$3,890 plus a daily rate of \$28.17 for estimated annual sheltering costs of \$52,790

At this time, Los Angeles County Department of Animal Care and Control is the only source with the capacity to provide full comprehensive field services to the City. It is recommended that the City renew the contract with Los Angeles County for field services (without sheltering) including licensing, investigations and associated animal services at an estimated annual cost of \$37,000. The contract renewal is a five-year term with a 160-day advance notice of cancellation, which gives the City the ability to consider other future options for animal field services as they may arise.

- **Supplemental “housing” services provided by either local pet stores, or animal hospitals and clinics. (for example, the City could contract with a local animal hospital covering the housing costs for the first two weeks of shelter before the lost animals are moved to the City of Hawthorne);**

This process included contacting local animal hospitals and non-profits, the following key points were identified.

- a. Current practice for all stray animals upon in-take is immediate vaccination, which is only feasible in a medical environment
- b. Supplemental housing at local animal hospitals is restrictive due to limited space.
- c. Local non-medical kennels require proof of vaccination for all animals prior to admittance
- d. The Amanda Foundation located in Beverly Hills is the only non-profit animal charity in the Los Angeles area that owns and operates a full service veterinary practice in conjunction with sheltering services.

The Amanda Foundation, a 501(c) 3 non-profit organization located in Beverly Hills (approximately 1.8 miles from City Hall) is capable of housing a variety of large and small companion animals. The facility is older but well maintained, clean and open

6 days a week (a new facility is in future plans) It is recommended that West Hollywood companion animals be sheltered at the Amanda Foundation, for a period of 10 days

This process will allow residents to be reunited with companion animals locally. Once the 10 days have elapsed, the companion animal will then be transferred to the spca-LA facility in Hawthorne (spca-LA Adoption Center) for an additional 5 days. After this period has elapsed, the animal may be placed for adoption. In most instances, this option will provide 17-21 days for a pet guardian to be reunited with a companion animal. The timeframe allowed under the current sheltering provisions of the agreement is approximately 6 days. Based on historical sheltering quantities, the annual cost associated with the Amanda Foundation services option is \$10,800. Another measure that will be taken to facilitate reuniting of companion animals with owners will be the use of the City's website to post photographs with a description of companion animals being sheltered. This will assist residents in reuniting with a lost companion animal. In addition, the City will continue the 800 # for lost and found animals.

It is recommended that the City continue our association with the spca-LA at a monthly set rate of \$825.00 (\$9,900 annually). Services include secondary sheltering, animal investigations, adoptions and vaccinations.

Should Council elect to move forward with this option, a cost savings related to sheltering is anticipated. Companion animals are often housed at the Los Angeles County Department of Animal Care and Control shelter in Carson, since the spca-LA shelter is, open a limited number of hours for intake. It is anticipated that the cost to temporarily house companion animals at the Carson Shelter will be reduced, due to the extended operating hours at the Amanda Foundation in comparison to the spca-LA shelter. In addition, the Los Angeles Animal Care and Control Officers hours and related costs will be, as they will not be transporting to shelters located in Carson or Hawthorne.

- **Increase vaccination and "altering" services;**

- a. The spca-LA conducted a low cost vaccination and micro chipping at City Hall on March 20<sup>th</sup> and the goal is to continue to offer these clinics twice annually. The next clinic is scheduled for Saturday, June 26, 2010. As part of the contract agreement, spca-LA will continue to provide these low cost services. At the March event, 66 clients received vaccinations/micro chips.
- b. The spca-LA does offer "altering" services at the local facility on Jefferson Avenue, approximately 6 miles from City Hall, and is willing to work with the City of West Hollywood on a voucher programs as well.
- c. There is the potential to develop voucher programs for vaccinations and altering with local veterinarians and the Amanda Foundation.

d. The Amanda Foundation has a mobile “altering” van and is willing to develop a program to accommodate the City’s residents.

- **Multi-Agency efforts with non-profits;**

a. The City of West Hollywood currently has a strong relationship with the spca-LA and would like to continue to foster that relationship, coupled with a newly discovered resource in the Amanda Foundation.

b. Staff believes that this combination of resources will lead to affiliations with other local companion animal agencies

- **Increase Pet Adoptive Opportunities;**

a. Pet adoptive opportunities are abundant in the surrounding community. In order to connect community members to those opportunities, it is proposed that the connection be brokered through outreach and education, which can be achieved through the website, cable TV station and all other media outlets used by the City.

b. The spca-LA disclosed that, mobile adoption type of events will no longer be provided as it has been found to be difficult on the companion animals and adoptions tend to be impulsive. Therefore, spca-LA recommends that adoptions take place at agencies such as local animal shelters and rescues, which the City will promote.

- **Establishing a taskforce or working group of staff, county, LA City, non-profits, etc.**

a. A taskforce will be mutually beneficial to all participants and it is recommended that staff be directed to develop the framework for such as taskforce and begin implementation. Staff will return at a future Council meeting for approval of the framework.

Recommended Configuration

Manager Facilities and Field Services

Manager/Supervisor Commercial Code Compliance

Manager/Supervisor Residential Code Compliance

Senior Administrative Analyst Facilities and Field Services – Contract  
Liaison

Los Angeles County Representative

Two Community Members

SPCA LA

City of Los Angeles

City of Beverly Hills

City of Culver City

Amanda Foundation

**Summary:**

It is recommended that the City of West Hollywood, renew our existing Los Angeles County Animal Care and Control Contract, continue our contractual agreement with the spca-LA and enter into a new agreement with the Amanda Foundation for interim sheltering services and additional animal services. The proposed cost for the combined annual services are as follows:

1. Los Angeles County Department of Animal Care and Control	\$37,000
2 Spca-LA	\$ 9,900
3 Amanda Foundation	<u>\$10,800</u>
	\$57,700

In addition, staff recommends that a taskforce be developed to assist in furthering companion animal services

**CONFORMANCE WITH VISION 2020.**

This item is consistent with the Ongoing Strategic Program of:

**Maintain the City's Unique Urban Balance with Emphasis on Residential Neighborhood Livability.**

**EVALUATION:**

These contracts and associated services are monitored on a continual basis for quality, contract compliance and efficiency. With the introduction of new components to companion animal services, staff will take extra care to monitor and record all pertinent information for future decisions on maintaining, expanding or curtailing services

**ENVIRONMENTAL SUSTAINABILITY AND HEALTH:**

The goal of the City of West Hollywood is to promote responsible pet guardianship, compassion toward animals and safe human-animal interactions.

**OFFICE OF PRIMARY RESPONSIBILITY:**

The Department of Human Services, Facilities and Field Services Division serves as the liaison for all Animal Care and Control Contracts.

**FISCAL IMPACT:**

The estimated cost for services is \$57,700, which within the budgeted amount for Animal Care and Control Services for FY 2010-11 & FY 2011-2012 in account number 100-3-05-55-533018