



DeKalb County Government

Manuel J. Maloof Center
1300 Commerce Drive
Decatur, Georgia 30030

Agenda Item

File ID: 2018-1699

Substitute

3/27/2018

Purchasing Type: Change Order (CO)

Public Hearing: YES NO

Department: Purchasing & Contracting

AGENDA ITEM:

Commission District(s): ALL

CO - Change Order No. 1 to Contract No. 13-902635 for Outsourcing of Animal Services for DeKalb County, Georgia (Multiyear Contract): for use by Animal Services Enforcement. Consists of providing animal sheltering operations and services. Awarded to Lifeline Animal Project, Inc. Amount Not To Exceed: \$1,027,664.00.

Information Contact: Talisa Clark, CPPO

Phone Number: (404) 687-2797

PURPOSE:

Awarded by the BOC on February 26, 2013 for an amount not to exceed \$10,106,246.00. This contract consists of outsourcing the management of animal sheltering operations and services for DeKalb County. This request is to change address location to new facility, increase funding and extend the contract term for five (5) months. This will allow adequate time for competitive solicitation of new contract and assessment of evolving operational needs related to the Outsourcing of Animal Shelter Operations and Services.

RECOMMENDATION:

Recommend approval of Change Order No. 1 to increase the contract amount and extend the contract term to November 30, 2018 with:

Lifeline Animal Project, Inc., 129 Lake Street, Avondale Estates, GA 30002

Amount Not To Exceed: \$1,027,664.00

and authorize the Chief Executive Officer to execute the change order and all associated documents.

ADDITIONAL INFORMATION:

1. Contract Effective Date: June 13, 2013
2. Contract Expiration Date: June 30, 2018
3. Amount Spent To Date: \$9,264,058.69
4. Funding: General-Operating (Animal Services Enforcement).



Animal Services Enforcement
Xan Rawls, Director

Interim Chief Executive Officer
Michael Thurmond

Board of Commissioners

District 1
Nancy Jester

District 2
Jeff Rader

District 3
Larry Johnson

District 4
Steve Bradshaw

District 5
Mereda Davis Johnson

District 6
Kathie Gannon

District 7
Greg Adams

DATE: March 20, 2018*REVISED

TO: Purchasing and Contracting

FROM: Director Xan Rawls XR

SUBJECT: Proposed Amendment/Change Order No. 1 to Contract No. 13-902635 with Lifeline Animal Project, Inc.

Original Contract Term and Dollar Amount: \$10,106,246

Previous Extension of the Term: N/A

Previous Changes to the Dollar Amount: N/A

Current Cumulative Contract Term Dollar Amount: \$10,106,246

Proposed Cumulative Contract Term Dollar Amount not to exceed: \$11,133,910.00

Detailed Description of Requested Changes: This change order includes two items:

1. Currently specifications are being developed for a RFP for the Outsourcing of Animal Shelter Operations and Services. This will amend the current contract to add 5 months to ensure time is allotted for the full process. Monthly cost of \$200,000.00 for July -- November 2018 totaling \$1,000,000.00.
2. The current contracted services were listed at 1 specified location. A new building was constructed and opened in 2017 creating a transition period for the awarded vendor between the locations. The one time cost of these services are \$27,664.00.

Justification for the Proposed Changes and an Explanation of why the County should not consider a Competitive Bid.

This revised amount is to cover only 5 months at the negotiated cost to allow time for the completion of a new bid.

**Total proposed cumulative amount not revised to allow for "up to" limit.

XR/JA



March 19, 2018

SENT VIA EMAIL: rguinn@lifelineanimal.org

Lifeline Animal Project
P.O. Box 15466
Atlanta, GA 30333

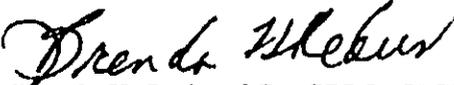
Attention: Rebecca Guinn

Dear Ms. Guinn,

As per our telephone conversation earlier today regarding the extension of the term for the subject contract between DeKalb County and Lifeline, you stated that Lifeline Animal Project would be willing to extend the contract beyond the June 30, 2018 expiration date provided that the monthly fees would be increased from \$168,437.43 to \$200,000.00. After presenting your offering price to the DeKalb County user/custodian department (UD) they agreed to the monthly fee of \$200,000.00 for an extended period of five (5) months to November 30, 2018. With that being said, the current BOC Agenda Item for the extension of the contract will be revised to reflect these updated terms; the \$27,664.00 location change invoice amount is already included.

If you concur with this update to these terms of the subject contract and to the extension of the contract term, please indicate your concurrence by signing in the space below and responding to this email.

Respectfully,


Brenda H. Redus, J.D., CPPO, CPPB
Senior Procurement Agent
Purchasing and Contracting Department
DeKalb County Georgia

DR:bhr

Concurrence: 
Lifeline Animal Project
Rebecca Guinn, CEO

Date: 3/22/18