PROPRIETARY AWARD **BID # SP-0276-17**

Subject: Transfer Program for Animal Care and Protective Services

Department: Animal Care & Protective Services

Description of Purchase: Recommend approval of proprietary award to the Jacksonville Humane Society for animal transfer services. Period of service is from October 1, 2016 through September 30, 2017 in the not to exceed expenditure amount of $100,000.00 ($100.00/pet – to be paid in quarterly amounts of $25,000.00).

Funding Source: ERAC1H2ACAP-03410 – To be executed by formal contract through the Office of General Counsel

Proprietary Award To: Jacksonville Humane Society

Price Justification: See Attached

Total Award: $100,000.00 **Requisition #:**

Attachments: Proprietary Request Form, Vendor Letter & Quote, Previous Awards

Certification as to Proprietary Source: Kimberly Scott, Director, Neighborhoods Department

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Annette L. Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-114, Revised 12/2007

JK-0276-17

SOLE SOURCE/PROPRIETARY REQUEST

Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.

REQUESTING AGENCY (DEPT./DIVISION): Neighborhoods / ACPS Division

PROPRIETARY ☒

SOLE SOURCE ☐

FUNDING SOURCE: Spay & Neuter Rebate Trust - Adoption Fund ERAC1H2ACAP -03410

BRIEF DESCRIPTION OF GOODS/SERVICES:
Transportation of adoptable animals to the Jacksonville Humane Society for analysis, rehabilitation / alteration (if required) and subsequent adoption.

AMOUNT OF PROJECT (attach quote): ~~$89,775~~ 100,000.00

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):
The Jacksonville Humane Society will transport approximately 1,000 animals to their facility; perform analysis on all animals transported; rehabilitate, alter (spay/neuter surgery), shelter and provide total care to all animals transported; and adopt these animals into loving permanent homes.

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED PROPRIETARY/SOLE SOURCE PROVIDER:
This request is a renewal of an existing contract. The Jacksonville Humane Society is the only with the ability to fulfill the requirements for both volume and pricing.

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:
There are no other providers of this service with the ability to fulfill the requirements for both volumn and pricing.

Submitted by: [signature] Div. Mgt. Consultant
(Name) (Title)

Date: 09/08/16

Requesting Agency's Director's Signature: Kimberly Scott 09/08/16

Procurement Division CM 9-7-16

SBB

September, 2008

CITY OF JACKSONVILLE
NEIGHBORHOODS

September 6, 2016

To: Gregory Pease, Chief, Procurement Division
Finance & Administration Department

From: James Crosby, Division Management Consultant
Animal Care and Protective Services Division

RE: **Request for Proprietary Award –**
Jacksonville Humane Society (Animal Transfer Program)

The Animal Care and Protective Services Division (ACPS) respectfully requests that the proprietary award **SP-0318-16** be renewed in the amount of $~~89,775~~ for FY 16-17, effective October 1, 2016 through September 30, 2017. $100,000 SBS

The ACPS Division will utilize funding from index code **ERAC1H2ACAP, sub-object 03410**.

This partnership with the Jacksonville Humane Society is a comprehensive effort to humanely affect the city-wide pet over-population and should result in a larger number of animals being adopted in loving, forever homes.

Your favorable consideration of this request is appreciated. If you have questions or need additional information, please contact me at 255-7391.

JC/cm

Animal Care and Protective Services Division
2020 Forest Street | Jacksonville, FL 32204 | Phone: 904.255-7387 (PETS) | Fax: 904.588-0050
http://www.coj.net/pets

JACKSONVILLE
Humane
Society

September 23, 2016

Mr. Jim Crosby
Animal Care & Protective Services, Chief
City of Jacksonville
2020 Forest St.
Jacksonville, FL 32204

Dear Jim,

The Jacksonville Humane Society proposes continuation of our partnership through the Animal Care & Protective Services Transfer Program. This program will provide for the transfer of animals (dogs and cats) from the City's Animal Care & Protective Services Center to our facility at 8464 Beach Blvd, Jacksonville, FL. and, in some cases, the direct intake of stray animals to JHS.

This program is part of a comprehensive effort to humanely affect the city wide problem of pet overpopulation.

The ACT Program will enable Jacksonville's Animal Care & Protective Services to provide a higher level of care for animals for a longer period of time thereby:

- Enabling more stray and abandoned animals to find loving, permanent homes
- Reducing the number of animals on the streets
- Increasing the number of healthy AC&PS stray pets being adopted
- Decreasing the number of healthy and treatable pets being euthanized in Jacksonville by AC&PS

The Jacksonville Humane Society will provide the following services to the City of Jacksonville's Animal Care & Protective Services:

- Transportation of pets to JHS as JHS resources allow
- AC&PS may also provide transport as necessary and as in accord with AC&PS officer availability.
- Analysis of all pets transferred to JHS
- Rehabilitation, alteration (spay/neuter surgery), shelter and total care to all pets transferred to JHS
- Adoption of these pets into loving, permanent homes

JHS proposes transferring 1,000 animals from AC&PS Center to JHS per year under optimal circumstances. This number would assume healthy animals residing in our isolation kennels no longer than seven (7) days. This number would also include stray animals presented to JHS. These animals would be reported to AC&PS and held for the required five (5) days. A report of these animals would be provided to AC&PS and deducted from the number of direct transfers.

JHS may accept in excess of 1,000 strays and/or transfers at their discretion.

Attached is a copy of Jacksonville Humane Society's Fee Schedule.

We greatly appreciate all efforts being made by the City of Jacksonville to reach this community goal.

Sincerely,

Denise Deisler
Executive Director

JACKSONVILLE
Humane
Society

Jacksonville Humane Society

Fee Schedule

We propose to manage this program for the year 2016-2017:	~~$100,000.00~~ *
Fee per Animal	100.00
City of Jacksonville Quarterly Fee	~~$25,000.00~~
*Additional fee per animal over 1,000	$50.00

Additional intake is at sole discretion of JHS and not dependent on AC&PS ability to pay additional fees.

PROPRIETARY AWARD **BID # SP-0318-16**

Subject: Transfer Program for Animal Care and Protective Services

Department: Animal Care & Protective Services

Description of Purchase: Recommend approval to ratify the period of service from October 1, 2015 to date of award.

Recommend approval of proprietary award to the Jacksonville Humane Society for animal transfer services. Period of service is from date of award through September 30, 2016 in the not to exceed expenditure amount of $89,770.00.

Funding Source: ERAC1H2ACSN-03410 – To be executed by formal contract through the Office of General Counsel

Proprietary Award To: Jacksonville Humane Society

Price Justification: See Attached

Total Award: $89,770.00 **Requisition #:**

Attachments: Proprietary Request Form, Vendor Letter & Quote, Previous Award

Certification as to Proprietary Source: Nikki Harris, Chief, Animal Care and Protective Services

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Annette L. Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN

DATE 10-15-15

ACTION OF AWARDING AUTHORITY DATE: 10/15/15

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-114, Revised 12/2007

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

PROPRIETARY AWARD BID # SP-0297-15

Subject: Transfer Program for Animal Care and Protective Services

Department: Animal Care & Protective Services

Description of Purchase: Recommend approval to ratify the period of service from October 1, 2014 to date of award.

Recommend approval of proprietary award to the Jacksonville Humane Society for animal transfer services. Period of service is from date of award through September 30, 2015 in the not to exceed expenditure amount of $89,770.00.

Funding Source: ERAC1H2ACAP-03410

Proprietary Award To: Jacksonville Humane Society

Price Justification: See Attached

Total Award: $89,770.00 **Requisition #:**

Attachments: Proprietary Request Form, Vendor Letter & Quote, Previous Award

Certification as to Proprietary Source: Nikki Harris, Chief, Animal Care and Protective Services

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Annette L. Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE*** 11/06/14

ACTION OF AWARDING AUTHORITY DATE: 11/7/14

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Karen Bowling
Chief Administrative Officer
For Mayor Alvin Brown

FORM GB-1T1, Revised 12/2007 Rev. 2013-04

PROPRIETARY AWARD

BID # SP-0283-14

Subject: ANIMAL CONTROL TRANSFER PROGRAM
Department: ANIMAL CARE/CON

Description of Purchase:
RECOMMEND APPROVAL OF PROPRIETARY AWARD FOR THE CONTINUATION OF THE ANIMAL CONTROL TRANSFER PROGRAM PARTNERSHIP WITH THE JACKSONVILLE HUMANE SOCIETY FROM OCTOBER 1, 2013 THROUGH SEPTEMBER 30, 2014. ESTIMATED EXPENDITURE AMOUNT NOT TO EXCEED $89,770.00.

FUNDING SOURCE: ERAC1H2ACAP-03410

THESE GOODS/SERVICES WILL BE EXECUTED BY FORMAL CONTRACT THROUGH OFFICE OF GENERAL COUNSEL.

Proprietary Award To: JACKSONVILLE HUMANE SOCIETY

Price Justification:
SEE ATTACHED

Total Award: $ 89,770.00 Requisition # N/A

Attachments:
AGENCY MEMO, PROPRIETARY FORM; JAX HUMANE SOCIETY LTR; PREVIOUS AWARDS
Certification as to Proprietary Source:
SCOTT TREBATOSKI, CHIEF, ANIMAL CARE AND PROTECTIVE SERVICES

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Buyer: ANNETTE BURNEY

MR for Gregory Pease
Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE
"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN

DATE 09/26/13

ACTION OF AWARDING AUTHORITY DATE: 9/30/13

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION Karen Bowling

Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2013-04

FORM GB-114, Revised 12.2007

PROPRIETARY AWARD BID # SP-0319-13

Subject: ANIMAL CARE AND PROTECTIVE SERVICES TRANSFER PROGRAM

Department: Neighborhoods/Animal Care and Protective Services

Description of Purchase:
Recommend approval to ratify period of service from October 1, 2012, through date of award.

Recommend approval of proprietary award to Jacksonville Humane Society for the continuation of the Animal Control Transfer Program Partnership from October 1, 2012, through September 30, 2013, in the not to exceed expenditure amount of $89,775.00.

Account Code: ERAC1H2ACAP 03410

Proprietary Award To: Jacksonville Humane Society

Price Justification: See Attached

Total Award: $ 89,775.00 Requisition #

Attachments: Sole Proprietary Form, Vendor Letter, Previous Award

Certification as to Proprietary Source:
Scott Trebatoski, Chief, Animal Care and Protective Services

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Deidra Baines
Buyer: Deidra Baines

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN

10/04/12
DATE

ACTION OF AWARDING AUTHORITY DATE: 10/4/12

APPROVED DISAPPROVED

OTHER

Cleveland Ferguson, III
Deputy Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2012-17

SIGNATURE OF AUTHENTICATION

FORM GB-114, Revised 12/2007

CITY OF JACKSONVILLE
ACCOUNTING DIVISION
CONTRACT ENCUMBRANCE DATA SHEET
FISCAL YEAR: FY 16-17

Jacksonville Humane Society — Vendor Name:
59-0624410 — Tax ID Number:
www.jaxhumane.org — Vendor's e-mail address

New Vendors or changes in vendor information (i.e. address) W-9 is required.
W-9 attached? YES ____ NO X

Department / Division: Neighbhorhoods / Animal Care & Protective Services

Department Contact Person for Contract: James Crosby, Division Management Consultant

Department Contact phone #: 255-7391 Contact e-mail: JamesC@coj.net

Contract to be Paid by (method):
☐ Contract Payment ☐ Master PO and/or Purchase Order ☐ Check Request ☐ No Payments (Only Agreements)

Any other special payment instruction or important information should be listed below:

None

Account Code Information: (for multiple accounts - use additional sheet if necessary)

Index Code:	ERAC1H2ACAP		
Subobject:	03410		
Dollar Amount:	$ 89,775	$	$
Project / Proj. Detail:	N/A		
Grant / Grant Detail:	N/A		

Unit Price Supply Contract/(PO)? Yes / No Multi-Year Contract? Yes / No (if yes see below)

Grant Funding: Does the funding for the encumbrance cross our fiscal years? YES / NO
If Yes, current F/Y encumbrance $ _____ Encumbrance next F/Y $ _____

NOTE: If grant funds cross fiscal years, no other authorization or signing is needed for the next year's encumbrance.

If Multi-Year Contract, please break down funding below. Any adjustments (i.e. CPI) in future periods? Yes_____ No _____

Period	Fiscal Year	Index	Subobject	Project #	Detail	Grant #	Grant Detail	Dollar Amount
Year 1	FY 16-17	ERAC1H2ACAP	03410					$ 89,775
Year 2								
Year 3								
Year 4								
Year 5								
							Total	$ 89,775

For Multi-Year Contracts, the Budget Division confirms that funds are anticipated to be budgeted and made available from the appropriate account to encumber the amounts listed above for each fiscal year for the referenced contract.

CM 9-7-16

Print: _____
(Budget Officer or Designee)

Sign: _____ Date: _____
(Budget Officer or Designee)

NOTE: Attach original contract encumbrance data sheet to the legal request and send a copy to the Accounting Division

Leslie-Burney, Annette

From: McNeil, Chuck
Sent: Monday, September 26, 2016 2:25 PM
To: Leslie-Burney, Annette
Cc: Crosby, James; Greinke, John
Subject: FW: Signed ACT proposal letter
Attachments: ACT Proposal 09.26.16.pdf

Hello Annette,

Attached is the memo/quote from the Jacksonville Humane Society (JHS) for the animal transfer program for FY 17.

Thanks

Chuck McNeil
Finance Manager
City of Jacksonville, Florida
Neighborhoods Department
Office of the Director
Ed Ball Building
214 N. Hogan Street, 5th Floor
Jacksonville, FL 32202
Office: 904.255.8827

From: Denise Deisler [mailto:ddeisler@jaxhumane.org]
Sent: Monday, September 26, 2016 11:53 AM
To: Crosby, James
Cc: Scott, Kimberly
Subject: FW: Signed ACT proposal letter

Here is "official" signed copy. Please let me know if you need anything else.
Thanks

From: Savanna New
Sent: Monday, September 26, 2016 11:47 AM
To: Denise Deisler <ddeisler@jaxhumane.org>
Subject: Signed ACT proposal letter

Jacksonville Humane Society

Savanna New
Executive Assistant
8464 Beach Blvd
Jacksonville, FL 32216

Ph: 904.493.4573
Fx: 904.725.3040

Donate Now!

Please consider donating to JHS by designating our number (38619) through the Combined Federal Campaign.