

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT FOR DOG KENNELS AT ANIMAL SHELTER

BACKGROUND:

The State of Iowa recently changed the laws and regulations that govern animal shelters. On January 23, 2020, the Iowa Department of Agriculture conducted a site visit at the Ames Animal Shelter and determined that several changes were necessary for the Shelter to remain compliant with those new regulations. The changes fall into two main categories. They are:

1. The Shelter must arrange for **isolation space** for animals when medically necessary. Because there is such limited space in the existing facility, the Shelter has purchased a used office trailer that has been set up adjacent to the current building (photos are attached to this report). The trailer will house cats. Improvements necessary to make the trailer appropriate work and animal housing space are underway (HVAC improvements, stairs and access ramp, painting, shelves, new vinyl floor, and a variety of new cleaning and office supplies). It also includes a new storage container and fold-away cages for animals in isolation. The estimated cost for this portion of the project is \$30,000. **Animal Shelter and Police Department funds will be reallocated to cover the unbudgeted cost costs for this portion of the project.**
2. The new requirements also provide that **14 dog kennels need to be replaced.** Original to the building, the current kennels are now over 25 years old and no longer meet the requirements for animal health and safety. The existing kennels are made from chain link, which does not meet minimum standards. Additionally, the floors of the existing kennels are connected under the fencing, which does not provide for the required isolation.

In February 2020, an Invitation to Bid was issued for the purchase and installation of 14 replacement dog kennels. Bids were requested for galvanized steel and stainless-steel options, both of which meet the new requirements. On March 12, 2020, two bids were received. The bid tabulation is as follows:

Bidder	Stainless Steel	Galvanized
Shor-Line, Kansas City, Kansas	\$60,116.00	\$43,959.80
Midmark Corporation, Leesburg, OH	\$67,185.17	No bid

Staff reviewed the bids and determined that the stronger and longer lasting stainless steel product was the better long-term investment. These kennels are designed so they could be removed and reinstalled should there be changes in the layout of the Shelter in future years. The low bid for the stainless-steel kennel from Shor-Line, Kansas City, Kansas, was

not only the lowest cost, but also the preferred product.

The Animal Shelter regularly receives donations generally designed to support and enhance the living condition of the animals housed at the Shelter. In the past few years donations funds have been regularly used to fund specialized or extraordinary medical and dietary needs of animals. The replacement of the dog kennels will provide an improved living condition for the dogs that spend time at the Shelter. **The donations account currently has a balance of approximately \$250,000 and, therefore, the \$60,116 needed to purchase the new kennels will come from this account.**

ALTERNATIVES:

1. Award the contract for the purchase and installation of stainless-steel dog kennels at the Animal Shelter to Shor-Line, Kansas City, Kansas, in the amount of \$60,116.
2. Award the contract to another company
3. Reject all bids and rebid the dog kennels

CITY MANAGER'S RECOMMENDED ACTION:

Under the new state regulations, the replacement of the dog kennels is required for the continued operation of the Animal Shelter. This competitively bid process will provide a quality product and installation at the best price.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding the contract to Shor-Line, Kansas City, Kansas, in the amount of \$60,116.

Cat Isolation Trailer Being Delivered



Cat Isolation Trailer Interior

