



RESOLUTION

URGING THE CUSTOMER SERVICES DEPARTMENT OF THE CITY AND COUNTY OF HONOLULU TO REQUIRE THE DISCLOSURE OF CERTAIN INFORMATION BY ANIMAL CONTROL CONTRACTORS.

WHEREAS, Revised Ordinances of Honolulu 1990, as amended ("ROH"), Section 3-5.1 defines the term "animal control contractor" to mean the duly incorporated humane society or organization formed for the prevention of cruelty to animals that is contracted by the City to perform animal control services; and

WHEREAS, the Customer Services Department ("CSD") issues a request for proposal ("RFP") requesting proposals from persons ("Offeror") interested in entering into an agreement ("Agreement") with the City under which the selected person will furnish, manage, operate and maintain a shelter for the care and control of animals; and

WHEREAS, the term of the Agreement generally is for a 12-month period beginning on July 1 and ending on June 30 of the following calendar year, and may be extended by mutual agreement of the parties on a month-to-month or term basis, not to exceed a 12-month extension at a time, for an additional period or periods not to exceed a total of 48 months; and

WHEREAS, procurement of an animal control contractor has been conducted as a competitive sealed proposal procurement in accordance with the procedures set forth in Section 103D-303 of the Revised Hawaii Statutes, as amended ("HRS") and Subchapter 6 of Chapter 122 of Subtitle 11 of Title 3 of the Hawaii Administrative Rules ("HAR"); and

WHEREAS, evaluation criteria for the RFP include the viability of the Offeror's proposed cost to the City to furnish, manage, operate and maintain a shelter for the care and control of animals; and

WHEREAS, minimum specifications for the RFP include providing services for humane euthanasia of stray animals that are not adopted or returned home, and for proper disposal of their remains; and

WHEREAS, assuming that the City's procurement of an animal control contractor continues to be conducted as it has in the past, as a part of the RFP, and prior to any extensions of the Agreement, the animal control contractor is required to submit to the City an operating budget for the management, operation and maintenance of the animal shelter for the ensuing fiscal year, which must include, without limitation, an operating plan, breakdown of fixed and variable expenses related to services performed, cost



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allocation ratios used to prepare the budget and methodology used to determine the percentages, and projected revenues; and

WHEREAS, information on the itemized per-animal costs involved in euthanizing the various types of animals sheltered by the animal control contractor and estimated total costs of euthanizations in the ensuing fiscal year would be helpful to the City in evaluating the animal control contractor's operations, but such information is not currently available; now, therefore,

BE IT RESOLVED by the Council of the City and County of Honolulu that it urges the CSD to require that an Offeror pursuant to an RFP, or an animal control contractor prior to extension of its Agreement, disclose to the City in its operating budget submitted for the ensuing fiscal year the total cost per animal of each type (e.g. dog, cat, rabbit, etc.) to humanely euthanize the animal, and a breakdown of such cost itemized as follows:

1. The cost to house the animal in preparation for and during the euthanasia procedure;
2. The cost of the drug (if any) used to euthanize the animal;
3. The cost for the veterinarian to administer euthanasia;
4. The cost to transport the euthanized animal to a crematorium, or to otherwise legally dispose of the remains;
5. The cost of cremation or other legal disposal;
6. The cost to dispose of cremation remains; and
7. Any other costs (please specify) incurred in connection with euthanizing an animal;

and

BE IT FURTHER RESOLVED that the officer or animal control contractor estimate, based on its prior experience or on the experience of the preceding contractor (if known), the numbers of each type of animal that it estimates will be humanely euthanized in the ensuing fiscal year; and



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BE IT FINALLY RESOLVED that copies of this Resolution be transmitted to the Mayor, the Director of the Customer Services Department, and the Director of the Department of Budget and Fiscal Services.

INTRODUCED BY

TOM BERG

DATE OF INTRODUCTION:

NOV 29 2012

Honolulu, Hawaii

Councilmembers