



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall
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REQUEST FOR DECISION

DATE: January 15, 2020 Report No. CSS-20-003

TO: Laurie Hurst, Chief Administrative Officer

FROM: Blair McDonald, Director of Community Safety Services

SUBJECT:
Contract Award for Animal Management Services

RECOMMENDATION:

That Council award Victoria Animal Control Services the contract to provide animal management services to the Township for a three year period (with option to extend two additional years on mutual agreement) commencing March 1st, 2020.

RELEVANT POLICY:

Financial Plan Bylaw 2019-2023 No. 2959
Purchasing and Disposal Bylaw, 2014, No. 2845
Animal Management Bylaw, 2015, No. 2841

STRATEGIC RELEVANCE:

This initiative supports a Healthy, Livable and Diverse Community and Excellence in Public Service.

BACKGROUND:

Historically, the Township has contracted for animal management services as addressing animal management issues involves expertise, specialized tools and equipment, and kenneling facilities, all of which are outside of the abilities and infrastructure of the Township. All Capital Region

communities contract for animal management services with either CRD Bylaw and Animal Care Services (CRD), or Victoria Animal Control Services (VACS).

The Township's current contract provides 97 hours per month of services, 65 hours of investigation and patrol time, as well as 32 hours of dedicated proactive patrol.

The contract with our current animal management provider ends as of February 29th, 2020. A Request for Proposals [RFP] seeking a service provider for animal management was posted in November of 2019 with two Proponents responding.

ISSUES:

1. Rationale for Selected Option

The two proponents who submitted proposals are: CRD Bylaw and Animal Control Services and Victoria Animal Control Services [VACS]. Both organizations offer professional animal control services, have employees with similar skill sets, have suitable pound facilities and have excellent references.

CRD Bylaw and Animal Control Services

- Offered an average 50 hours per month to include response to calls and patrol hours
- Cost of the initial year of the contract is \$79000.00 with a 2.5% increase in each subsequent year
- Upon enquiry, CRD advised they could provide an average of 100 hours of service per month (more in keeping with our current service level) at an annual cost of \$105000 with a 2.5% increase per each year of the contract. (\$107,625.00 for year two, \$110,315.00 for year three)
- Callouts, overtime and veterinary services are included in cost for service

Victoria Animal Control Services

- Offered 65 hours per month to include response to calls and patrol hours as well as 32 hours per month of dedicated proactive patrol hours, for a total of 97 hours per month (our current service level)
- Cost of the initial year of the contract is \$111,962.55 with no increase for the first three years
- Callouts, overtime and veterinary not included in costs. (Estimate of @ \$6000.00 annually)

Based on the evaluation criteria identified in the RFP, staff recommends that the contract be awarded to Victoria Animal Control Services. Both organizations are professional and skilled at delivering animal management services. The overall cost of services to the Township would be lower with CRD than with VACS. However, despite a moderately higher cost for VACS over CRD, staff recommends VACS for the following reasons:

- a. Animal management services are often required by police when dealing with individuals who have pets, as Victoria and Esquimalt share a police service, it is advantageous to have the same animal management service provider to simplify procedures for VicPD.
- b. There is an advantage to maintaining continuity of service provider for the public and staff. While people would adapt over time to a new provider, it would not be necessary if the same provider was maintained.
- c. VACS have provided good quality service to the Township since 2012.
- d. There is a concern with the CRD's ability to provide prompt service to the Township due to their expansive patrol area. (10 municipalities, 3 electoral areas, the Gulf Islands and 4 first nations communities).

e. VACS are familiar with many of the problem dogs/owners and are often able to identify suspect animals/owners based on description. While this expertise would eventually be gained by a new service provider, it would be lost for a significant time period.

2. Organizational Implications

No significant organizational concerns are anticipated

3. Financial Implications

The costs as detailed in this report will be represented in the 2020 budget request, based on which service provider Council chooses.

4. Sustainability & Environmental Implications

There are no sustainability or environmental implications

5. Communication & Engagement

The chosen proponent will be posted on the Township Website with contact information for complaints.

ALTERNATIVES:

1. That Council award Victoria Animal Control Services the contract to provide animal management services to the Township for a three year period (with option to extend two additional years on mutual agreement) commencing March 1st, 2020.
2. That Council award CRD Bylaw and Animal Care Services the contract to provide animal management services to the Township for a three year period (with option to extend two additional years on mutual agreement) commencing March 1st, 2020.
3. That Council not award the contract for animal management services and provide alternate direction to staff.