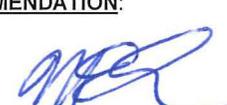


REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Ways & Means		BUDGETED X	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DEPARTMENT Treasurer		COMMITTEE DATE December 6, 2018	REQUESTOR SIGNATURE 	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
<p>The Purchasing Department solicited proposals for Board and Care of Impounded Dogs and Animal Control, RFP 19-2318. A review team (Team) from the Commission, Treasury, Sheriff, and Public Works reviewed and scored each proposal. Proposals were evaluated on the following criteria:</p> <ul style="list-style-type: none"> • Ability to perform the service required, • Experience of the organization and employees, • Resources currently available to provide services, • Adherence to the specifications in the RFP, • References, and • Cost <p>The attached proposal summary outlines the combined scores and associated fees.</p> <p>The Team recommends Proposal Alternate #1 from Volunteers of Muskegon County Animal Control, DBA "Pound Buddies", which is the lowest cost three-year proposal and received the highest score of all proposals.</p>				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
Move to award the Board and Care of Impounded Dogs and Animal Control Services, Proposal Alternate #1, three-year contract with a County option to renew, to Volunteers of Muskegon County Animal Control, DBA "Pound Buddies", pursuant to RFP 19-2318 and authorize the Chair and Clerk to execute the contracts.				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u>		
				
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>		
				
If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee				
				Date
AGENDA DATE:	AGENDA NO.:	BOARD DATE:	PAGE NO.	

MUSKEGON COUNTY PROPOSAL SUMMARY

Commodity Number: 04008, 96206, 96210

Bid Net Solicitation Statistics	
Received Notice:	72
Viewed Documents:	5
Solicitation Received:	2
No-Solicit Form Received:	0

Proposal: RFP 19-19-2318

Department: Treasurer / Sheriff / Public Works

Release Date: 10/19/2018

Product / Service: Board and Care of Impounded Dogs & Animal Control Services

Opening Date: 11/09/2018

Vendor Name & Address	Proposal Received	Proposal Responsive	Scoring	Alternate Option Selected	Pricing	Comments
Pay It Forward Outreach 1827 W Sherman Muskegon MI 49441	Yes	Yes	62.6%	Alternate 1 Fixed Price; 3 Yr Plan	\$1,500,000.00	Price is Estimate Year 2 & 3 will increase by Cost of Living
Pound Buddies 3840 E Brook Drive Muskegon MI 49444	Yes	Yes	83.1%	Alternate 1 Fixed Price; 3 Yr Plan	\$801,000.00	
Pound Buddies 3840 E Brook Drive Muskegon MI 49444	Yes	Yes	65.3%	Alternate 2 Fixed Price; 10 Yr Plan	\$2,825,654.00	
Pound Buddies 3840 E Brook Drive Muskegon MI 49444	Yes	Yes	67.3%	Alternate 3 Per Dog Pricing; 3 Yr	\$1,792,237.50	Price is based on Estimate of 447.5 Dogs
Pound Buddies 3840 E Brook Drive Muskegon MI 49444	Yes	Yes	74.6%	Alternate 4 Per Dog Pricing; 10 Yr	\$2,107,277.50	Price is based on Estimate of 447.5 Dogs

This RFP has four alternate proposals:

1. Alternate 1 is a three year contract to provide Board and Care of Impounded Dogs, and Animal Control Services.
2. Alternate 2 is a 10 year contract to provide Board and care of Impounded Dogs, and Animal Control services with the contractor relocating to a non-county owned shelter within 6 years of contract.
3. Alternate 3 is a three year contract to provide Board and Care of Impounded Dogs, and Animal Control services; however, the pay item, for the Board and Care of Impounded Dogs, is based on the number of dogs actually taken in from law enforcement and animal control. Contractors will be paid on a per-dog basis for Board and Care of Impounded Dogs.
4. Alternate 4 is a 10 year contract to provide Board and Care of Impounded Dogs, and Animal Control services with the contractor relocating to a non-county owned shelter within 6 years of contract execution. The pay item, for the Board and Care of Impounded Dogs, is based on the number of dogs taken in from law enforcement and animal control. Contractors will be paid on a per-dog basis for Board and Care of Impounded Dogs.

Department Recommendation: Pound Buddies
Alternate 1

Name of Buyer: Jamie Burmeister

Director of Finance/Assistant County Administrator's Name: Beth Dick

Signature: 

Vendor Awarded: _____

Board Approval Date: _____

Board Motion Number: _____

MUSKEGON COUNTY PROPOSAL SUMMARY

Commodity Number: 04008, 96206, 96210

Proposal: RFP 19-19-2318

Department: Treasurer / Sheriff / Public Works

Release Date: 10/19/2018

Product / Service: Board and Care of Impounded Dogs & Animal Control Services

Opening Date: 11/09/2018

****Bid Net Solicitation Statistics****

Received Notice:	72
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Solicitation Received:	2
No-Solicit Form Received:	0

Vendor Name & Address	Alternate 1 Pricing: 3 Year, Fixed Price						Total 3-Year Agreement	Annual Percentage Increase for yrs 4 & 5	
	Year 1		Year 2		Year 3				
	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control			
Pay It Forward Outreach 1827 W Sherman Muskegon MI 49441	\$400,000.00	\$100,000.00	\$400,000.00 <small>Increase by Cost of Living</small>	\$100,000.00 <small>Increase by Cost of Living</small>	\$400,000.00 <small>Increase by Cost of Living</small>	\$100,000.00 <small>Increase by Cost of Living</small>	\$1,500,000.00	Cost of Living	Increase Each Year by Cost of Living
Pound Buddies 3840 E Brook Drive Muskegon MI 49444	\$235,000.00	\$32,000.00	\$235,000.00	\$32,000.00	\$235,000.00	\$32,000.00	\$801,000.00	2.00%	

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Proposal: RFP 19-19-2318

Department: Treasurer / Sheriff / Public Works

Release Date: 10/19/2018

Product / Service: Board and Care of Impounded Dogs & Animal Control Services

Opening Date: 11/09/2018

Vendor Name & Address	Alternate 2 Pricing: 10 Year, Fixed Price												
	Year 1		Year 2		Year 3		Year 4		Year 5		Year 6		
	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control	
Pay It Forward Outreach 1827 W Sherman Muskegon MI 49441	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Pound Buddies 3840 E Brook Drive Muskegon MI 49444	\$235,000.00	\$32,000.00	\$235,000.00	\$32,000.00	\$235,000.00	\$32,000.00	\$239,700.00	\$32,640.00	\$244,494.00	\$33,293.00	\$249,384.00	\$33,959.00	

Vendor Name & Address	Alternate 2 Pricing: 10 Year, Fixed Price									
	Year 7		Year 8		Year 9		Year 10		Total 10-Year Agreement	Annual Percentage Increase for yrs 11 & 12
	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control		
Pay It Forward Outreach 1827 W Sherman Muskegon MI 49441	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Pound Buddies 3840 E Brook Drive Muskegon MI 49444	\$254,372.00	\$34,638.00	\$259,459.00	\$35,331.00	\$264,648.00	\$36,037.00	\$269,941.00	\$36,758.00	\$2,825,654.00	

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Proposal: RFP 19-19-2318

Department: Treasurer / Sheriff / Public Works

Release Date: 10/19/2018

Product / Service: Board and Care of Impounded Dogs & Animal Control Services

Opening Date: 11/09/2018

Bid Net Solicitation Statistics	
Received Notice:	72
Viewed Documents:	5
Solicitation Received:	2
No-Solicit Form Received:	0

Vendor Name & Address	Alternate 3 Pricing: 3 Year, Price per Dog						Total 3-Year Agreement	Annual Percentage Increase for yrs 4 & 5	
	Year 1		Year 2		Year 3				
	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control			
Pay It Forward Outreach 1827 W Sherman Muskegon MI 49441	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	
Pound Buddies 3840 E Brook Drive Muskegon MI 49444	\$392.00	\$53.00	\$392.00	\$53.00	\$392.00	\$53.00	\$1,335.00	2.00%	Total Est. Cost: \$1,792,237.50 based on an est. of 447.5 dogs

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Proposal: RFP 19-19-2318

Department: Treasurer / Sheriff / Public Works

Release Date:

Product / Service: Board and Care of Impounded Dogs & Animal Control Services

Opening Date:

Vendor Name & Address	Alternate 4 Pricing: 10 Year, Price per Dog												
	Year 1		Year 2		Year 3		Year 4		Year 5		Year 6		
	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control	
Pay It Forward Outreach 1827 W Sherman Muskegon MI 49441	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Pound Buddies 3840 E Brook Drive Muskegon MI 49444	\$392.00	\$53.00	\$392.00	\$53.00	\$392.00	\$53.00	\$400.00	\$54.00	\$407.00	\$55.00	\$416.00	\$57.00	

Vendor Name & Address	Alternate 4 Pricing: 10 Year, Price per Dog										
	Year 7		Year 8		Year 9		Year 10		Total Cost per Dog for 10 yrs	Total Cost for 10 years Based on Estimate 447.5 Dogs	Annual Percentage Increase for yrs 11 & 12
	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control	Care of Dogs	Animal Control			
Pay It Forward Outreach 1827 W Sherman Muskegon MI 49441	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Pound Buddies 3840 E Brook Drive Muskegon MI 49444	\$424.00	\$58.00	\$432.00	\$59.00	\$441.00	\$60.00	\$450.00	\$61.00	\$4,709.00	\$2,107,277.50	2.00%