
TO: CITY MANAGER **DATE:** 2018 January 17

FROM: DIRECTOR FINANCE **FILE:** 5820-20
163-09/15

**SUBJECT: CONTRACT EXTENSION
ANIMAL CONTROL AND SHELTER SERVICES**

PURPOSE: To obtain approval for the award of the first one year contract extension for the operation of the City's animal shelter and provision of enforcement services for the Animal Control Bylaw.

RECOMMENDATION:

1. **THAT** Council approve a first one year contract extension to British Columbia Society for the Prevention of Cruelty to Animals (BCSPCA) for an estimated cost of \$621,086 as outlined in this report.

REPORT

One submission for this contract was received by the closing time on 2015 October 27. The work of this contract includes animal care, operation of the Burnaby animal shelter and animal control services.

The contract was awarded for a two year period from 2016 January 01 to 2017 December 31, with options for three additional individual one year extensions at the discretion of the City. The amount for the first year of the contract was \$590,012. The second year was subject to annual Consumer Price Index (CPI) increases, and was \$607,122 (which included a 2.9% increase). All subsequent years would also be subject to CPI increases.

This recommendation is for the first optional one year extension period from 2018 January 01 to 2018 December 31, amounting to \$621,086 (which includes a 2.3% increase). Including the extension, the total estimated contract value will be \$1,818,220.

The recommended company, BCSPCA, has completed several contracts to the satisfaction of the City. Staff review indicates that the contractor has the resources to successfully complete the work required under this contract. The Director Public Safety and Community Services concurs with this recommendation.

Funding for this requirement is included in the 2018 component of the 2017 – 2021 Financial Plan.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

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Copied: City Manager
City Solicitor