



**NOTE TIME CHANGE**

**BOARD OF ANIMAL SERVICES COMMISSIONERS  
CITY OF LOS ANGELES**

Tuesday, July 13, 2010  
11:00 A.M.

**Los Angeles City Hall  
200 North Spring Street  
Room 1060  
Los Angeles, California 90012**

---

Melanie Ramsayer, President  
Irene Ponce, Vice-President  
Tariq Khero  
Kathleen Riordan  
Ruthanne Secunda

Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For information please call (213) 482-9501.

Si require servicios de traduccion, favor de notificar la oficina con 24 horas por anticipado.

**COMMISSION MEETING**

**1. COMMISSION BUSINESS**

- A. Approval of the Commission Meeting Minutes for May 25, and June 22, 2010
- B. Oral Report by the Commissioners on Meetings and Events attended

**2. GENERAL MANAGER RECOMMENDS FOR BOARD ACTION**

- A. Request for Qualifications (RFQ) for Pre-Qualified As-Needed Veterinary Service Providers.

That the Board direct Staff to release a Request for Qualifications, substantially in the form as on file, to pre-qualify as-needed veterinary service providers to standardize participation in the Department's Spay/Neuter and/or Emergency Veterinary Services Programs, subject to approval of the City Attorney as to form.

- B. Allocation of \$30,000 from the Spay/Neuter Voucher Program Funding; Acceptance of a \$50,000 Donation from the Jason Debus Heigl Foundation; Amendment Number 1 to the Agreement with The Amanda Foundation.

That the Board authorize the Department to allocate \$30,000 from the Spay/Neuter Voucher Program funding to subsidize targeted sterilizations for pit bulls and pit bull mixes in specified zip codes as described in the body of this report; Accept a \$50,000 donation from the Jason Debus Heigl Foundation, subject to approval by the Mayor and City Council, to be deposited into the Spay/Neuter Fund and to be used to augment funding for the above sterilizations; Approve Amendment Number 1 to Agreement Number C-116573 between the City of Los Angeles and The Amanda Foundation (Amanda), substantially in the form as on file in the Board office, subject to approval of the Mayor and City Council, to allow Amanda to provide additional sterilizations as indicated below; and, direct Staff to transmit the proposed Amendment to the Office of the City Attorney for approval as to form, and authorize the General Manager of the Department of Animal Services to execute the subject Amendment upon receipt of necessary approvals.

### **3. DISCUSSION ITEMS**

- A. Update on the status of litigation relative to Trap-Neuter-Return for Feral Cats.

The Board of Animal Services Commissioners may convene into closed session with the City Attorney as its legal counsel pursuant to Government Code section 54956.9(a) to discuss litigation involving Trap-Neuter-Return in case No. BS115483, The Urban Wildlands Group, Endangered Habitats League, Los Angeles Audubon Society, et al vs. City of Los Angeles, et al.

- B. Fund Raising **(Continued from the February 9th, February 23rd, March 23rd, April 27th, and May 11, May 25 and June 22, 2010, Commission Meetings)**

Discussion and input from the public on effective and efficient ideas for raising money to supplement funding for Department core responsibilities of greatest financial need, and direction to staff relative to ideas presented.

### **4. ORAL REPORT OF THE GENERAL MANAGER**

### **5. PUBLIC COMMENT PERIOD - (Comments from the public on items of public interest within the Board's subject matter jurisdiction and on items not on the Agenda.)**

**Public Comments: The Brown Act prohibits the Board and staff from responding to the speakers' comments. Some of the matters raised in public comment may appear on a future agenda.**

## 6. FUTURE AGENDA ITEMS

A. Additions to, and prioritizing the list of pending reports and future agenda items.

## 7. ADJOURNMENT

Next Commission Meeting is scheduled for 10:00 A.M., July 27, 2010, Los Angeles City Hall, Room 1060, 200 North Spring Street, Los Angeles, California 90012.

**AGENDAS** - The Board of Animal Services Commissioners (Board) meets regularly every second (2<sup>nd</sup>) and fourth (4<sup>th</sup>) Tuesday of each month at 10:00 A.M. Regular Meetings are held at City Hall, 200 North Spring Street, Room 1060, in Los Angeles, CA 90012. The agendas for Board meetings contain a brief general description of those items to be considered at the meetings. Board Agendas are available at the Department of Animal Services (Department), Administrative Division, 221 North Figueroa Street, 5<sup>th</sup> Floor, Los Angeles, CA 90012. Board Agendas may also be viewed on the 2<sup>nd</sup> floor Public Bulletin Board in City Hall East, 200 North Main Street, Los Angeles, CA 90012. Internet users may also access copies of present and prior agenda items, copies of the Board Calendar, MP-3 audio files of meetings as well as electronic copies of approved minutes on the Department's World Wide Web Home Page site at <http://www.laanimalservices.com/CommissionAgendas.htm>

Three (3) members of the Board constitute a quorum for the transaction of business. Some items on the Agenda may be approved without any discussion.

The Board Secretary will announce the items to be considered by the Board. The Board will hear the presentation on the topic and gather additional information from Department Staff. Once presentations have finished, the Board President will ask if any Board Member or member of the public wishes to speak on one or more of these items. Each speaker called before the Commission will have one (1) minute to express their comments and concerns on matters placed on the agenda.

**PUBLIC INPUT AT BOARD MEETINGS** – **Public Participation on Agenda Items.** Members of the public will have an opportunity to address the Board on agenda items after the item is called and before the Board takes action on the item, unless the opportunity for public participation on the item was previously provided to all interested members of the public at a public meeting of a Committee of the Board and the item has not substantially changed since the Committee heard the item. When speaking to an agenda item other than during Public Comment (see Public Comment below), the speaker shall limit his or her comments to the specific item under consideration (California Government Code, Section 54954.3).

**Public Comment.** The Board will provide an opportunity for public comment at every regular meeting of the Board. Members of the public may address the Board on any items within the subject matter jurisdiction of the Board as part of Public Comment.

**Speaker Cards.** Members of the public wishing to speak are to fill out one speaker card for each agenda item on which they wish to speak and present it to the Board secretary before the item is called.

**Time Limit for Speakers.** Speakers addressing the Board will be limited to one (1)

Please join us at our website: [www.LAAnimalservices.com](http://www.LAAnimalservices.com)

minute of speaking time for each agenda item except in public comment which is limited to three (3) minutes. The Chairperson, with the approval of a majority of the Board, may for good cause extend any speaker's time by increments of up to one (1) minute. Total speaker time on any agenda item will be limited to ten (10) minutes per item and fifteen (15) minutes for Public Comment, unless extended as above.

**Brown Act.** These rules shall be interpreted in a manner that is consistent with the Ralph M. Brown Act, California Government Code Section § 54950 et seq.

**STANDARDS OF CONDUCT.** Speakers are expected to behave in an orderly manner and to refrain from personal attacks or use of profanity or language that may incite violence.

All persons present at Board meetings are expected to behave in an orderly manner and to refrain from disrupting the meeting, interfering with the rights of others to address the Board and/or interfering with the conduct of business by the Board.

In the event that any speaker does not comply with the foregoing requirements, or if a speaker does not address the specific item under consideration, the speaker may be ruled out of order, their speaking time forfeited and the Chairperson may call upon the next speaker.

The Board, by majority vote, may order the removal from the meeting of any speaker or audience member continuing to behave in a disruptive manner after being warned by the Chairperson regarding their behavior. Section 403 of the California Penal Code states as follows: "Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 302 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor".

**VOTING AND DISPOSITION OF ITEMS** – Most items require a majority vote of the entire membership of the Board (3 members). When debate on an item is completed, the Board President will instruct the Secretary to "call the roll". Every member present must vote for or against each item; abstentions are not permitted unless there is a Conflict of Interest for which the Board member is obliged to abstain from voting. The Secretary will announce the votes on each item. Any member of the Board may move to "reconsider" any vote on any item on the agenda, except to adjourn, suspend the Rules, or where an intervening event has deprived the Board of jurisdiction, providing that said member originally voted on the prevailing side of the item. The motion to "reconsider" shall only be in order once during the meeting, and once during the next regular meeting. The member requesting reconsideration shall identify for all members present the Agenda number and subject matter previously voted upon. A motion to reconsider is not debatable and shall require an affirmative vote of three members of the Board.

When the Board has failed by sufficient votes to approve or reject an item, and has not lost jurisdiction over the matter, or has not caused it to be continued beyond the next regular meeting, the issue is again placed on the next agenda for the following meeting for the purpose of allowing the Board to again vote on the matter.

**BOARD OF  
ANIMAL SERVICES  
COMMISSIONERS**

MELANIE RAMSAYER  
PRESIDENT

IRENE G. PONCE  
VICE PRESIDENT

COMMISSIONERS

KATHLEEN RIORDAN  
RUTHANNE SECUNDA  
TARIQ A. KHERO

**City of Los Angeles**  
CALIFORNIA



**ANTONIO R. VILLARAIGOSA**  
MAYOR

DEPARTMENT OF  
**ANIMAL SERVICES**  
221 North Figueroa Street  
5<sup>th</sup> Floor  
Los Angeles, CA 90012  
(888) 452-7381  
FAX (213) 482-9511

KATHLEEN J. DAVIS  
INTERIM GENERAL MANAGER

---

**Report to the Board of Animal Services Commissioners**

**Kathleen J. Davis, Interim General Manager**

---

**COMMISSION MEETING DATE:** July 13, 2010

**PREPARED BY:** Anthony Sanchez

**REPORT DATE:** July 8, 2010

**TITLE:** Management Analyst II

**SUBJECT:** Request for Qualifications (RFQ) for Pre-Qualified As-Needed Veterinary Service Providers

---

**BOARD ACTION RECOMMENDED:**

That the Board direct Staff to release a Request for Qualifications, substantially in the form as on file, to pre-qualify as-needed veterinary service providers to standardize participation in the Department's Spay/Neuter and/or Emergency Veterinary Services Programs, subject to approval of the City Attorney as to form.

---

**SUMMARY:**

A number of veterinary service providers have been participating in the Department's Spay/Neuter Programs for years. Through the Programs, veterinarians sterilize animals which are adopted, rescued, and redeemed from our Centers; those whose sterilizations are deferred to a later date; and those currently housed in our Centers waiting to be adopted. Veterinarians also participate in the Department's \$30 and \$70 Voucher Programs to sterilize pets that have not been through our Centers but are owned by Los Angeles residents. The Department also relies upon several emergency veterinary hospitals to provide after-hours emergency veterinary care to animals impounded in our Centers.

Current protocol is to manage participation in the Programs and payments of sterilizations based on one of several Spay/Neuter Program Guidelines issued by the Department and signed by each participating veterinarian. Veterinarians are currently paid for their services through the use of Authority for Expenditure (AE) forms processed through the Department's accounting section, the Controller's Office, and the City Attorney's Office.

For a variety of reasons, including veterinarians' availability, location, and/or convenience to adopters, most sterilizations are performed by a handful of veterinary clinics who sterilize animals from our Centers nearly every day. Most partnering veterinarians perform over \$1,000

**Subject:** Request for Qualifications (RFQ) for Pre-Qualified As-Needed Veterinary Service Providers

Page 2

in sterilizations or other veterinary services each year for or on behalf of the Department, while some perform close to \$100,000 per year or more in sterilizations alone for the Department.

To comply with the City's contracting requirements and the City Controller's requirements for paying the City's vendors, as well as to standardize the selection and qualification process of participating veterinarians, the Department intends to hold a continuous Request for Qualifications (RFQ) process to enter into contracts with veterinarians who provide over \$1,000 per year in services. The Department will establish contracts with veterinarians who meet the Department's requirements, as set forth in the RFQ.

Three recent Controller's audits recommended changes to the Department's relationship with partnering veterinarians. In their Audit of Revenues and Expenses (May 27, 2008), Recommendation No. 20 indicated that the Department must maintain appropriate documentation to demonstrate compliance with the City's contracting requirements, including advertisements, evaluation, and the selection and monitoring of contracts. In compliance with City contracting policies, and in conformance with this recommendation, the Department currently maintains complete files for all current Department contracts, including advertising, selection of vendors, and contract administration. In their Performance Audit of the Spay/ Neuter Program (August 19, 2008), Section IV, Agreements with Independent Veterinarians, the Controller recommended that the Department establish formal contracts to tighten the Department's oversight of partnering veterinarians. In their report, "Process Improvements for the Los Angeles Animal Services Department Spay and Neuter Program" (June 30, 2009), the Controller recommends the Department develop an automated online spay/neuter tracking and payment system (Section II), and establish formal contracts with partnering veterinarians via a standard RFQ process (Section III). This proposed RFQ and contracting process complies with all Controller's recommendations and City contracting and vendor payment policies.

Much like current protocols, veterinarians will respond to the RFQ by submitting copies of their Los Angeles City Business Tax Registration Certificate, a completed IRS Form W-9, and copies of their veterinary license and premise permits. A Statement of Qualifications will include these items, plus a few additional forms and requirements included to more fully comply with the City's contracting requirements. Qualifying veterinarians will enter into a contract with the Department to be placed on a list of pre-qualified veterinarians.

Veterinarians will be required to use the Department's new online billing system, an Internet portal for veterinarians to submit their billing electronically and reduce paper processing. Veterinarians will still keep paper proof of all services billed to the Department, but they will be required to maintain them at their facility and make them available for auditing, in compliance with Controller's requirements.

The RFQ will be administered continuously and no deadline to submit Statements of Qualifications will be set. Veterinarians will have the opportunity to submit Statements of Qualifications at any time. This is expected to maintain the current practice of keeping a pool of qualified veterinarians and will allow Department staff to periodically check and confirm veterinarians' qualifications to ensure that all partnering veterinarians comply with the City's rules for payments to vendors and are qualified to perform veterinary services.

A template contract provides boilerplate provisions to apply to all partnering veterinarians and includes provisions unique to each Program, similar to the current Guidelines used by the



**Subject:** Request for Qualifications (RFQ) for Pre-Qualified As-Needed Veterinary Service Providers

Page 3

Department. All contracts will be one-year contracts, renewable at the City's sole discretion for up to two additional one-year terms, for a maximum of three years. This is consistent with similar City of Los Angeles contracts in which expert services are provided to the City or in partnership with the City for Los Angeles residents. The City's Standard Provisions for City Contracts (Revised 03/09) will be an attachment to each contract. Contracts will not be exclusive, so that as many qualified veterinarians as practical may participate in the Programs. The Department will report contract awards to the Board as awards are made.

Fees for spay/neuter surgeries paid by the Department are set by the Board; if the Board revises said fees, the Department shall pay veterinarians the revised fees effective on the date of the Board's approval, or as otherwise effectuated by the Board. Current Board-approved fees are as follows:

		Males	Females
Shelter Animals (adopted, rescued, and redeemed animals; deferred surgeries; impounded animals such as animals for adoption events & pregnant.)	Dogs up to 50 lbs	\$60	\$68
	Dogs 50 lbs and over	\$110	\$118
	Cats	\$60	\$68
	Rabbits	\$65	
Mobile Spay/Neuter Clinics:	Dogs (all sizes)	\$80	
	Cats	\$60	

Charter Section 1022 findings for all current Department agreements with spay/neuter service providers have determined that the work proposed to be contracted can be performed more feasibly by a contractor than by City employees because there is insufficient existing City staff to perform the work and additional staff cannot be employed and trained in a timely manner to meet the Department's needs. However, because these will be new contracts, staff will seek an updated 1022 Determination from the Office of the City Administrative Officer.

Upon Board approval, Staff will inform all current partnering veterinarians of the RFQ as well as advertise the opportunity through the City's standard RFP advertising outlets, such as online (the Department's website, [www.labavn.org](http://www.labavn.org), and appropriate social networking sites), classified ads, and other means as appropriate. In order to fully comply with the City's rules for contracting and payments to vendors, veterinarians will not be able to redeem over \$1,000 per year in vouchers, or provide over \$1,000 per year in spay/neuter services or other veterinary services as requested by the Department under the Department's Spay/Neuter Programs, once this RFQ process has been implemented.

---

#### **FISCAL IMPACT:**

Funds are provided for public spay/neuter programs (\$30 and \$70 Vouchers and the Mobile Spay/Neuter Clinic) through a combination of the General Fund allotment of \$810,000 and a surcharge on dog licensing of about \$600,000 a year. Funds for adoptive animal spay/neuter come from a co-payment by adopters, with a subsidy from the General Fund. However, this RFQ and resulting contracts have no direct impact on expenditures, because those are driven by demand. Some savings and efficiencies will result.

**Subject:** Request for Qualifications (RFQ) for Pre-Qualified As-Needed Veterinary Service Providers

Page 4

**Approved:**

\_\_\_\_\_  
Kathleen J. Davis, Interim General Manager

---

**BOARD ACTION:**

\_\_\_\_\_ Passed

Disapproved \_\_\_\_\_

\_\_\_\_\_ Passed with noted modifications

Continued \_\_\_\_\_

\_\_\_\_\_ Tabled

New Date \_\_\_\_\_



**BOARD OF  
ANIMAL SERVICES  
COMMISSIONERS**

MELANIE RAMSAYER  
PRESIDENT

IRENE G. PONCE  
VICE PRESIDENT

COMMISSIONERS

KATHLEEN RIORDAN  
RUTHANNE SECUNDA  
TARIQ A. KHERO

**City of Los Angeles**  
CALIFORNIA



**ANTONIO R. VILLARAIGOSA**  
MAYOR

DEPARTMENT OF  
**ANIMAL SERVICES**  
221 North Figueroa Street  
5<sup>th</sup> Floor  
Los Angeles, CA 90012  
(888) 452-7381  
FAX (213) 482-9511

KATHLEEN J. DAVIS  
INTERIM GENERAL MANAGER

---

**Report to the Board of Animal Services Commissioners**

**Kathleen J. Davis, Interim General Manager**

---

**COMMISSION MEETING DATE:** July 13, 2010

**PREPARED BY:** Anthony Sanchez

**REPORT DATE:** July 8, 2010

**TITLE:** Management Analyst II

**SUBJECT:** Allocation of \$30,000 from the Spay/Neuter Voucher Program Funding;  
Acceptance of a \$50,000 Donation from the Jason Debus Heigl Foundation;  
Amendment Number 1 to the Agreement with The Amanda Foundation.

---

**BOARD ACTION RECOMMENDED:**

That the Board:

1. Authorize the Department to allocate \$30,000 from the Spay/Neuter Voucher Program funding to subsidize targeted sterilizations for pit bulls and pit bull mixes in specified zip codes as described in the body of this report;
  2. Accept a \$50,000 donation from the Jason Debus Heigl Foundation, subject to approval by the Mayor and City Council, to be deposited into the Spay/Neuter Fund and to be used to augment funding for the above sterilizations;
  3. Approve Amendment Number 1 to Agreement Number C-116573 between the City of Los Angeles and The Amanda Foundation (Amanda), substantially in the form as on file in the Board office, subject to approval of the Mayor and City Council, to allow Amanda to provide additional sterilizations as indicated below; and,
  4. Direct Staff to transmit the proposed Amendment to the Office of the City Attorney for approval as to form, and authorize the General Manager of the Department of Animal Services to execute the subject Amendment upon receipt of necessary approvals.
- 

**SUMMARY:**

On December 17, 2009, the City of Los Angeles executed an agreement with The Amanda Foundation (Amanda) to operate the Department-subsidized Mobile Spay/Neuter Clinic, as approved by City Council on November 3, 2009 (Council File No. 09-1693). Through this Clinic,

**Subject:** Allocation of \$30,000 from the Spay/Neuter Voucher Program Funding; Acceptance of a \$50,000 Donation from the Jason Debus Heigl Foundation; Amendment Number 1 to the Agreement with The Amanda Foundation.

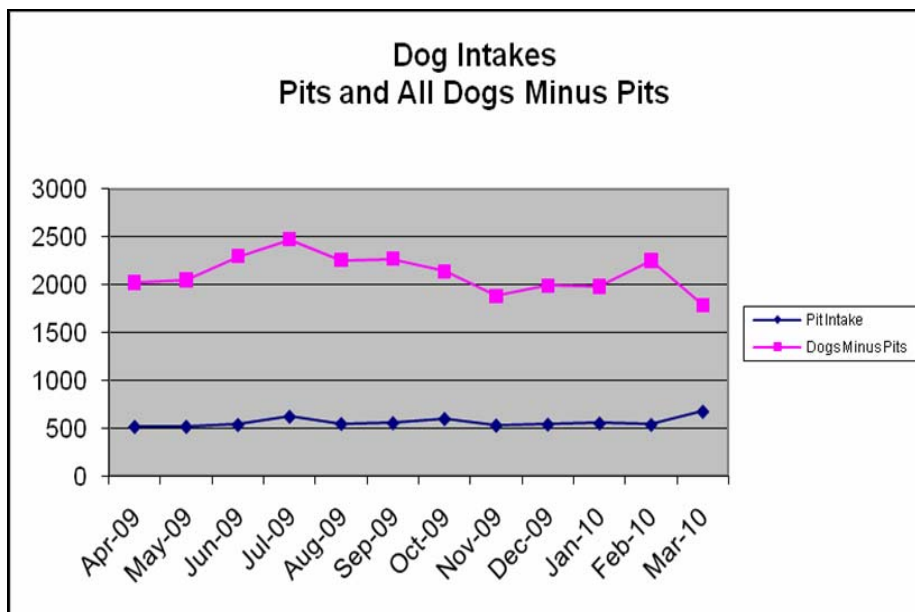
Page 2

the Department subsidizes free dog and cat sterilizations for low-income residents of Los Angeles (defined as those who meet the criteria of Very Low Income set by the U.S. Department of Housing and Urban Development).

Each fiscal year, the Department receives a General Fund appropriation of \$810,000 to the Spay and Neuter Trust Fund to subsidize free sterilizations for pets owned by low income Los Angeles residents, and discounted sterilizations for pets owned by Los Angeles residents of any income. Of this appropriation, \$500,000 is allocated to the Amanda contract to pay for approximately 6,000 pet sterilizations a year for low-income residents. The agreement includes controls to verify pet owners' eligibility, as funding must be restricted to pay for sterilizations of pets owned by those who qualify for this free service.

Funding all or part of sterilizations of any companion animals in the City, regardless of breed, through assistance to low-income City residents, is a core function of the Department. However, within the Department's Animal Care Centers, pit bulls and pit mixes dominate the breed of dogs which are taken in and which are euthanized. The intake and euthanasia numbers for this breed and its mixed breeds make up a disproportionately large part of the dog population we handle. The numbers have been consistent over years, despite a significant overall decrease in the number of dogs taken in and an increase in the number going home via adoptions, New Hope partners, redemptions, and transfers, which for June 2010 was 71% of all dogs taken in.

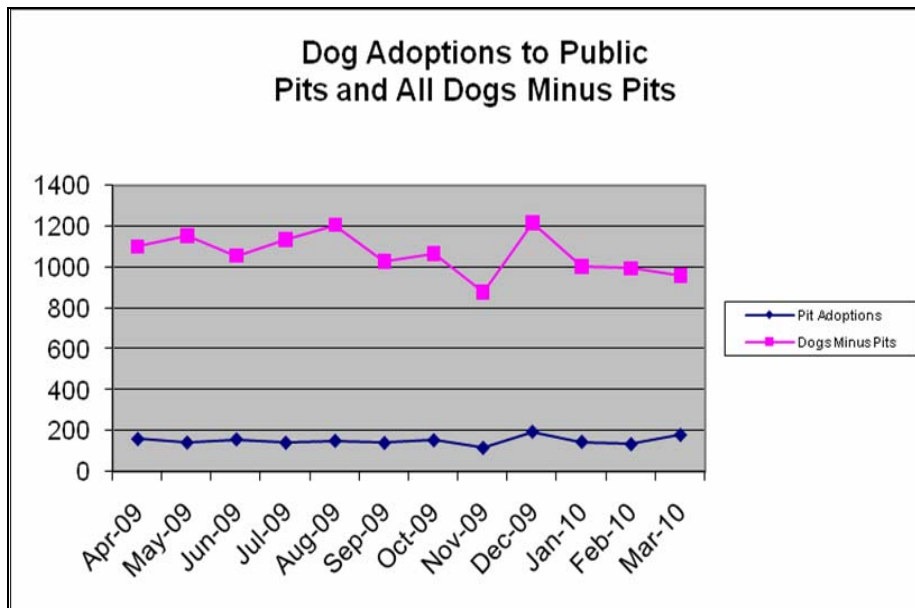
To illustrate, the charts below show a sample of intakes, adoptions, and euthanasia for the year ending March 2010. In that period, pit bulls and pit mixes were 21% of the dog intake, 13% of adoptions of all dogs, and 46% of all dogs euthanized.



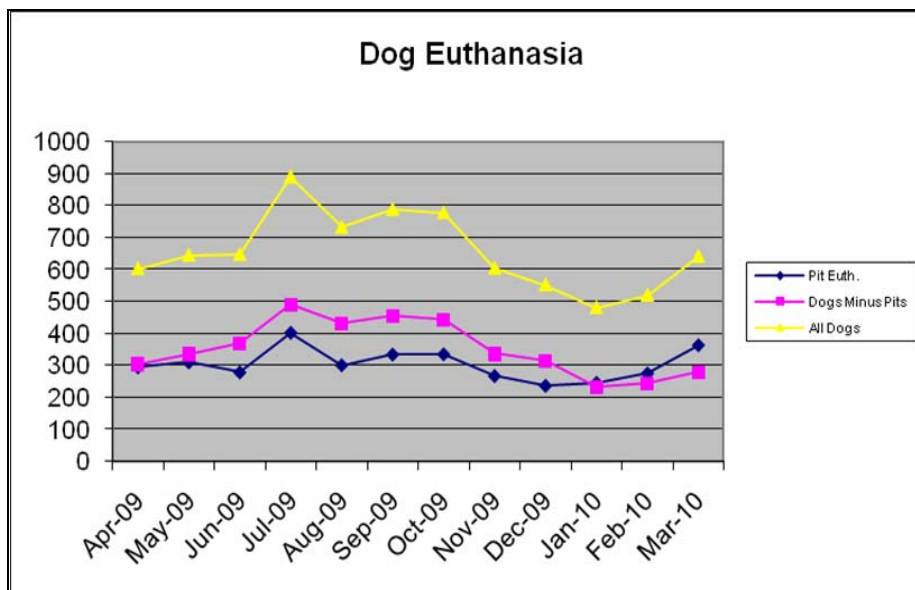
*This chart shows the lack of variability in pit bull intake despite fluctuations in the overall intake of dogs from month to month. Note that pit bulls generally have large litters.*

**Subject:** Allocation of \$30,000 from the Spay/Neuter Voucher Program Funding; Acceptance of a \$50,000 Donation from the Jason Debus Heigl Foundation; Amendment Number 1 to the Agreement with The Amanda Foundation.

Page 3



*Rates for adoption to the public of pit bulls and mixes varies from 22% to 36% over the period, for an average of 27%. The number of non-pit bull dogs adopted out to the public is 58% of dogs taken in.*



*Pit bulls and pit mixes were 46% of the dogs euthanized in this one year study; in the first quarter alone they were 54%. The next highest breed which is euthanized is Chihuahua, at 8%. Looking only at time and space as a cause for euthanasia, pits and mixes were 77% of those dogs euthanized in the first quarter of 2010.*

However, pit bulls and pit mixes are not owned only by low-income residents in Los Angeles who meet the HUD Very Low Income criteria. Funding benefits to low-income Los Angeles residents is a critical and core function of the City of Los Angeles, but leaves a gap in addressing an overpopulation of dogs which is not income-specific. Directing additional resources to specific dog populations could close this gap and potentially have an equally critical impact in the Department's efforts to reduce euthanasia.

An opportunity to close this gap has been presented by the Jason Debus Heigl Foundation; working with the Foundation, the Department proposes to launch a pilot project to target this breed and mixes in several zip codes with the highest intake numbers in the City. The

**Subject:** Allocation of \$30,000 from the Spay/Neuter Voucher Program Funding; Acceptance of a \$50,000 Donation from the Jason Debus Heigl Foundation; Amendment Number 1 to the Agreement with The Amanda Foundation.

Page 4

Foundation has proven their support of dog adoption efforts in both the City and the County through such programs as subsidy for spay/neuter to New Hope partners and support of special low income Community Spay Days. They now offer to help fund sterilizations of these breeds through a donation to the Department, which would be augmented by existing Department funding through the \$30 Voucher Program.

The following chart shows the top ten zip codes for impounds. Several similar pilot programs are currently in the planning stages with other providers also leveraging City funding with donations by outside foundations. Those proposals will be coming to the Board in the near future. This proposal will target zip codes 91331 (Pacoima) and 91342 (Sylmar) and provide free sterilization to any pit bull or pit mix.

Zip	Community	2008-2009	2009-2010*
91331	Pacoima	2,378	1,570
91342	Sylmar	1,942	1,208
90731	San Pedro	1,609	913
91335	Reseda	1,371	882
90011	Southeast LA	1,290	973
90042	Highland Park	1,120	670
91402	Panorama City	1,043	789
90744	Wilmington	1,041	760
90031	Lincoln Heights	1,028	609
90032	El Sereno	1,018	640
91605	North Hollywood	1,002	814

\* fiscal year through April 6, 2010

Amanda has indicated they are willing and able to provide sterilizations to these breeds and in these communities as additional funding becomes available. As Amanda's agreement stipulates that services must be provided to residents who demonstrate they are low-income, it would be necessary to amend the agreement so that Amanda may provide additional, targeted services to designated breeds in specific communities, without compromising services to low-income residents. Therefore, the following amendment is recommended:

1. Section V, Scope of Services, is amended to read as follows.

**"Section V. Scope of Services**

The Contractor shall obtain, operate, and maintain a Mobile Spay/Neuter Clinic from which the Contractor will provide free spay/neuter services for animals owned by low income, senior, and disabled Los Angeles residents; will provide all staffing, equipment, and supplies; and will obtain all permits, licenses, and registrations required to operate the Mobile Clinic.

Department may, from time to time, and upon prior mutual agreement with Contractor, suspend the requirement that pet owners must demonstrate that they are low-income, and allow Contractor to provide said services to Los Angeles residents of any income level, on the condition that, a) annual services to low-income residents, as set forth in this Agreement, are not reduced, AND b) services to non low-income Los Angeles

**Subject:** Allocation of \$30,000 from the Spay/Neuter Voucher Program Funding; Acceptance of a \$50,000 Donation from the Jason Debus Heigl Foundation; Amendment Number 1 to the Agreement with The Amanda Foundation.

---

Page 5

residents are targeted to specific dog breeds, and specific communities of Los Angeles as defined by zip codes or other approved method, as mutually agreed with Department.

In particular, the veterinary services to be provided are as follows:"

2. Section V.C.5 is amended to add the following.

"In the event Department directs Contractor to provide sterilizations to targets breeds and areas as stipulated in Section V, Scope of Services, proof of the client's income shall not be required. However, proof of the client's residency shall be required as set forth herein to document that target communities are provided the services as intended."

All other terms and conditions of Amanda's agreement will remain in full force and effect, so the amendment will not change Amanda's obligation to provide up to 6,000 free pet sterilizations to low-income residents in Los Angeles, and will maintain the requirement that clients must show proof that they are residents of Los Angeles. It will, however, allow additional breed-specific and zip code-specific pet sterilizations by occasionally suspending the low-income restriction so that these breeds and communities are targeted as additional funding becomes available. Also, the amendment will not change the price of each sterilization which the Department already pays to Amanda under their Agreement.

---

#### **FISCAL IMPACT:**

Funds are provided for public spay/neuter programs (\$30 and \$70 Vouchers and the Mobile Spay/Neuter Clinic) through a combination of the General Fund allotment of \$810,000 and a surcharge on dog licensing of about \$600,000 a year. This pilot project will re-program \$30,000 (or 1,000 vouchers paid at \$30) that would otherwise be used for any random resident pet owner in the City and combines it with a \$50,000 donation. This project then matches the \$80,000 spay/neuter funding package to the breeds and zip codes that present a direct challenge to improving the City's euthanasia rates.

**Subject:** Allocation of \$30,000 from the Spay/Neuter Voucher Program Funding; Acceptance of a \$50,000 Donation from the Jason Debus Heigl Foundation; Amendment Number 1 to the Agreement with The Amanda Foundation.

---

Page 6

**Approved:**

---

**Kathleen J. Davis, Interim General Manager**

---

**BOARD ACTION:**

\_\_\_\_\_ Passed

Disapproved \_\_\_\_\_

\_\_\_\_\_ Passed with noted modifications

Continued \_\_\_\_\_

\_\_\_\_\_ Tabled

New Date \_\_\_\_\_