



BOARD OF ANIMAL SERVICES COMMISSIONERS  
CITY OF LOS ANGELES

**REGULAR MEETING AGENDA**  
**Tuesday, March 22, 2016**  
**10:00 AM**

LOS ANGELES CITY HALL, ROOM 1060  
200 NORTH SPRING STREET  
LOS ANGELES, CALIFORNIA 90012

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DAVID ZAFT  
President

LARRY GROSS  
Vice-President

OLIVIA E. GARCÍA  
ROGER WOLFSON  
ALANA YAÑEZ

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) 482-9558.

Si requiere servicios de traducción, favor de hacer pedido con 24 horas de anticipo al (213) 482-9558.

**I. ADMINISTRATIVE APPEALS**

**1. Dangerous Animal Case: DA 152107 WL**

Respondent: Frederick Emilio Ferrari, Jennifer Baker and Morgan Brea Buss  
Complaining Witness: Mauro Spina, et al.  
West Los Angeles Animal Care and Control: Captain Wendell Bowers

**2. Dangerous Animal Case: DA 155009 WL**

Respondent: Frederick Dean Woocher & Wendy Dozoretz  
Complaining Witness: Paula Brownstein  
West Los Angeles Animal Care and Control: Captain Wendell Bowers

**3. Dangerous Animal Case: DA 152108 WV**

Respondent: Lisa Ribakoff and Jechonias Williams

Complaining Witness: Heshmat Shamtoub, et al.  
West Valley Animal Care and Control: Captain Karen Knipscheer-Cox

## **II. REGULAR COMMISSION MEETING**

- 1. PUBLIC COMMENT PERIOD** - (Comments from the public on items of public interest within the Board's subject matter jurisdiction that are not on the Agenda; two minutes per speaker).

**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.

### **2. COMMISSION BUSINESS**

- A.** Introduction and Welcome to Olivia E. García to the Board of Animal Services Commissioners (Public comment limited to one minute per speaker)
- B.** Board Recognition of LAASEE Award Volunteer Recipients (Action Item; Public comment limited to one minute per speaker):
  - A.** Luis Favela, North Central
- C.** Approval of Minutes for the Meeting of March 1, 2016 (Action item; public comment limited to one minute per speaker)
- D.** Approval of Minutes for the Meeting of March 8, 2016 (Action item; public comment limited to one minute per speaker)
- 3. ORAL REPORT OF THE GENERAL MANAGER** (Public comment limited to one minute per speaker).
- 4. COMMISSIONERS' ORAL REPORTS AND FUTURE AGENDA ITEMS** (Public comment limited to one minute per speaker)

### **5. BOARD REPORTS**

- A.** Staff Report and Request for Authority to Issue Request for Proposal for Spay/Neuter Clinic for East Valley Shelter (Action item; public comment limited to two minutes per speaker)
- B.** Staff Report re Proposal to add Horses to New Hope Program Including Discount on Pull Fees (Action item; public comment limited to two minutes per speaker)
- C.** Animal Welfare Trust and Animal Sterilization Fund Balances (Public comment limited to one minute per speaker)
- D.** Woofstat Report for February 2016 (Public comment limited to one minute per speaker)

## 6. DISCUSSION ITEMS

- A. Proposal from Commissioner Wolfson to authorize LAPD officers and park officials to issue tickets for dog license violations and authorize pet stores and veterinarians to sell dog licenses (Public comment limited to one minute per speaker)

## 7. ADJOURNMENT

The next regular Commission meeting is scheduled for 10:00 a.m., April 12, 2016, at City Hall, 10<sup>th</sup> Floor, Room 1060, 200 North Spring Street, Los Angeles, California 90012. (Entrance on Main Street)

**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. Evening Meetings are held in various locations throughout the City, from 7:00 to approximately 9:30 P.M. 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, 350 South Grand Avenue, 45th Floor, Suite 4501, Los Angeles, CA 90071. 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. (For certain agenda items, speakers will have two (2) minutes.)

**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) minute of speaking time for each

agenda item except during general public comment period which is limited to two (2) minutes per speaker. (For certain agenda items, speakers will have two (2) minutes each.). 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.

**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**

DAVID ZAFT  
PRESIDENT

LARRY GROSS  
VICE PRESIDENT

COMMISSIONERS

OLIVIA E. GARCÍA

ALANA YAÑEZ

ROGER WOLFSON

# City of Los Angeles

CALIFORNIA



**ERIC GARCETTI  
MAYOR**

**DEPARTMENT OF  
ANIMAL SERVICES**

221 North Figueroa Street  
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BRENDA F. BARNETTE  
GENERAL MANAGER

DANA H. BROWN  
ASSISTANT GENERAL MANAGER

DR. JEREMY PRUPAS  
CHIEF VETERINARIAN

**NOTIFICATION OF ADMINISTRATIVE APPEAL HEARINGS  
To Be Held:**

**Tuesday, March 22, 2016, at 10:00 A.M.**

**City Hall  
200 North Spring Street, 10<sup>th</sup> Floor, Room 1060  
Los Angeles, CA 90012  
(Entrance on Main Street)**

This serves as formal notice pursuant to Section § 53.18(q) 4 of the Los Angeles Municipal Code (LAMC) to the following parties and witnesses in the appeal(s) listed below:

- 1. Dangerous Animal Case: DA 152107 WL**  
Respondent: Emilio Ferrari, Jennifer Baker and Morgan Brea Buss  
West Los Angeles Animal Care and Control: Captain Wendell Bowers  
Complaining Witness: Mauro Spina, et al.
- 2. Dangerous Animal Case: DA 155009 WL**  
Respondent: Frederick Dean Woocher & Wendy Dozoretz  
West Los Angeles Animal Care and Control: Captain Wendell Bowers  
Complaining Witness: Paula Brownstein
- 3. Dangerous Animal Case: DA 152108 WV**  
Respondent: Lisa Ribakoff and Jechonias Williams  
West Los Angeles Animal Care and Control: Captain Karen Knipscheer-Cox  
Complaining Witness: Heshmat Shamtoub, et al.

These hearings will not be rescheduled, except for good cause.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. 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 additional information, please refer to the Board's "Rules and Procedures for Appeals", or contact the Department of Animal Services at (213) 482-9558, or visit the Department's website: <http://www.laanimalservices.com/>. Written statements can be submitted to the Commission seven days prior and, if in excess of 50 pages, seven hard copies must be provided. You may submit your statement (50 pages or less) via email to: [ani.commission@lacity.org](mailto:ani.commission@lacity.org).

*Para información en español, llame al (213) 482-9558.*

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BOARD OF ANIMAL SERVICES COMMISSIONERS  
CITY OF LOS ANGELES



MINUTES

TUESDAY, MARCH 1, 2016 at 10:00 AM

LOS ANGELES CITY HALL, ROOM 1060  
200 NORTH SPRING STREET  
LOS ANGELES, CALIFORNIA 90012

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Audio MP-3 Recording is available at [www.laanimalservices.com](http://www.laanimalservices.com)

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David Zaft, President  
Larry Gross, Vice-President  
Roger Wolfson  
Alana Yañez  
Vacant

Special Meeting called to order at 10:04 a.m. Commissioners present were Zaft, Gross and Yañez. Commissioner Wolfson was absent. Also present Board Secretary Rita Moreno, Los Angeles Animal Services (LAAS); General Manager (GM) Brenda Barnette; and Assistant City Attorney (ACA) Dov Lesel.

**Commissioner Zaft** opened the meeting and provided an overview of the meeting agenda. **Commissioner Gross** discussed the appeal hearing process and conducted the hearings.

**I. ADMINISTRATIVE APPEALS**

**1. Dangerous Animal Case: DA 152092 NC**

Respondent: Marga Vergara and Luis Damian Robles  
Complaining Witness: Alheli Barrios and Jose Orozco  
North Central Animal Care and Control: Lieutenant John Cessna

*(Testimony was taken from the Respondent's and Complaining Witnesses on January 12, 2016, at which time the decision was continued in order to listen to the audio recording of the Administrative Hearing and get a translation of the Spanish language testimony.)*

**Commissioner Zaft** found that there was no evidence supporting the grounds of the revocation; moved to modify the General Manager's decision and reissued the licenses for "**Remi**" (**L17-346418**) and "**Shelly**" (**L17-346419**), subject to the terms, conditions and restrictions as delineated by ACA Lesel. **Commissioner Yañez** seconded and the motion passed 3-0.

**2. Dangerous Animal Case: DA 153021 WL (taken out of order after item 1.3)**

Respondent: Paul Morales  
Complaining Witness: George and Nakaya Horton  
West Los Angeles Animal Care and Control: Captain Wendell Bowers

The Respondent, Paul Morales, was not in attendance. Complaining Witness Nakaya Horton was present and stated that her husband was out of town and could not attend, but was told that he did not have to attend the Administrative Hearing. The Commissioners discussed the merits of the appeal and the evidence provided to the Hearing Examiner.

**Commissioner Zaft** found that there was no evidence to support the General Manager's determination because the Witness was told that he did not have to attend;

made a motion to remand the case back to the Department for a new hearing, and to notify both the Respondent and Complaining Witnesses of the new hearing date. The motion was seconded by **Commissioner Yañez** and was approved by a vote of 3 - 0.

**3. Dangerous Animal Case: DA 155022 WV (taken out of order after item 1.1.)**

Respondent: Sal and Naranjika DeSilva

Complaining Witness: Joyce Herbst and Dhia Alhashim

West Valley Animal Care and Control: Captain Karen Knipscheer-Cox

Testimony was taken from the Respondent's Attorney, Marla Tauscher, who stated that there was no direct evidence or witness testimony to support the determination. None of the Complaining Witnesses were in attendance. The Commissioners discussed the merits of the appeal and the evidence provided to the Hearing Examiner.

**Commissioner Zaft** noted that there have been several cases in which the Hearing Examiner findings and General Manager's determinations have made decisions where there is no direct evidence provided or eye witness testimony. **Commissioner Gross** asked procedural and evidentiary questions. **ACA Lesel** responded that there are exceptions to the hearsay rule that can be used to establish a case; noted that the Hearing Examiner did not find the animals dangerous; stated that training is needed for Hearing Examiners to determine findings. **Commissioner Zaft** added that the department needs to ensure that witnesses can attend hearings. **ACA Lesel** stated that compelling testimony can be provided by an ACO who was at the scene, saw the bite, or interviewed the victim or other witnesses, and dog owner.

**Commissioner Zaft** found that there was a lack of evidence to support the General Manager's determination; and made a motion to reverse the General Manager's decision and reissue the dog licenses for dogs "**Lily**" (**L17-382387**) and "**Leila**" (**L17-237970**) without restrictions. The motion was seconded by **Commissioner Yañez** and was approved by a vote of 3 - 0.

**4. Dangerous Animal Case: DA 152104 EV**

Respondent: Edward Grover Sherlock White

Complaining Witness: Felipe Morales, Elisa Morales and Ivan Gomez

East Valley Animal Care and Control: Captain Karen Knipscheer-Cox

The Attorney, Marla Tauscher, appeared on behalf of the Respondent, who did not attend. None of the Complaining Witnesses were present. Ms Tauscher stated that the Respondent was not notified of the Administrative Hearing and granted a second hearing; that the Respondent was not able to cross examine the Witness because he did not attend; and that testimony given by the Witness was in Spanish and a translated transcript was not provided to the Respondent. The Commissioners discussed the merits of the appeal and the evidence provided to the Hearing Examiner, and the grounds supporting the General Manager's determination.

**Board Secretary Moreno** informed the Commission that in cases remanded for a second hearing due to notification issues, only the party who was not notified was required to attend. **Commissioner Zaft** noted that a hearing notice was sent to the Complaining Witness. **Commissioner Gross** asked procedural and evidentiary questions. **ACA Lesel** responded that cross examination is not a major issue when the

Witness does not show up; prior testimony can be considered. **Commissioner Zaft** noted that testimony in Spanish was not transcribed in English and provided to the Respondent. **GM Barnette** stated that there are concerns about public safety with this dog and has offered to provide the Respondent with a different dog. **Commissioner Gross** noted the Respondent's testimony of the dog being a "patrol dog" to stop crime and that it is very protective.

**Commissioner Zaft** found that there is sufficient evidence in the record to support the Hearing Examiner's findings; expressed concern with the hearing procedures and stated that when a hearing is conducted in Spanish, a certified third-party transcript must be provided; moved to uphold the General Manager's decision to revoke the dog license for "**Cooper**" (**L16-492371**) and declare "**Cooper**" a Dangerous Animal; and prohibit the Respondent from owning, possessing, controlling, or being in charge of any dog for a period of three (3) years. The motion was seconded by **Commissioner Yañez** and was approved by a vote of 3 - 0.

## 5. ADJOURNMENT

**Commissioner Zaft** made a motion to adjourn and **Commissioner Gross** seconded. Motion passed 3 - 0.

Meeting ended at 11:25 a.m.

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CHIEF VETERINARIAN

## Report to the Board of Animal Services Commissioners

**MEETING DATE:** March 21, 2016

**PREPARED BY:** John Forland

**REPORT DATE:** October 17, 2016

**TITLE:** Sr. Management Analyst II

**SUBJECT: REQUEST FOR PROPOSALS FOR OPERATION OF THE EAST VALLEY  
SPAY/NEUTER CLINIC**

### BOARD ACTIONS RECOMMENDED:

1. That the Board of Animal Services Commissioners (Board) approve releasing a Request For Proposals (RFP) for the operation of the Spay/Neuter Clinic at the East Valley Shelter, subject to approval of the City Attorney as to form.
2. That the General Manager report back to the Board on the contractor selected based on the recommendations of the evaluation panel.

### BACKGROUND:

An agreement to operate the East Valley shelter spay/neuter clinic (C-117333) was signed on June 1, 2010 with Clinico (now Spay Neuter Project LA or SNP LA) in response to an RFP (CF 08-1830-S1). The agreement expires on May 31, 2016. The Department seeks to continue spay/neuter services at East Valley shelter and requests authority to issue an RFP to obtain a vendor who will continue services for another six-year term.

The new East Valley shelter that opened in 2008 contains space within the facility for a vet clinic for providing spay/neuter surgeries of adopted animals and general veterinary medical services to the community.

The law requires that all dogs and cats adopted from our animal shelters be spayed or neutered, (with certain specific exceptions). Prior to opening the East Valley medical clinic, the Department contracted with private veterinary clinics in the community for spay/neuter services.

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Adopted animals had to be transported to these private clinics by our Department staff using City vehicles. This strained the use of City resources and was inconvenient for owners who were required to adopt animals at one location and pick them up at another. Since opening the clinic in 2010, adopters pick up their pets from the same shelter location as the adoption and our staff can devote more time to animal care.

#### SIGNIFICANT TERMS AND CONDITIONS:

##### Term

The term of the Agreement shall be for three (3) years, with a renewal option of up to three (3) additional years, exercisable at the City's sole discretion.

##### Standard Terms and Conditions

The Contractor will be required to comply with all provisions of the Department's Standard Terms and Conditions for Agreements to Perform Services at Department of Animal Services Shelter Property.

##### Permits and Licenses

A lease and Right of Entry Permit are also required and will become part of this agreement. The Contractor will be required to obtain and maintain, at its sole expense, all necessary insurance, permits, and licenses to operate the clinic(s).

##### Days and Hours of Operation

The Contractor shall provide spay and neuter services, at minimum, five days per week, preferably seven days per week.

##### Prices of Services

Charges for by the contractor for spay/ neuter services may not exceed fees approved by the Board of Animal Services Commissioners and prices charged for other services must reflect Board-approved pricing guidelines.

##### Equipment

The Department will not provide any equipment to the Contractor; the Contractor will be required to purchase and maintain all equipment and medical supplies necessary to provide services.

##### Cost of Operations

The cost of staffing, maintaining, and performing related services under the Agreement shall be the sole responsibility of the Contractor. No charges shall be paid by the Department beyond those stated in the Agreement for spay/neuter surgeries.

##### Quality Assurance – Auditing and Evaluations

The Department will evaluate the Contractor's performance utilizing such procedures as may be necessary to ascertain compliance with the Agreement including, but not limited to, onsite inspections and written reports. The Contractor shall be required to immediately correct all deficiencies found by the Department. Lack of compliance shall be grounds to adjust the terms of the Agreement.

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Utilities

The City shall provide electricity, water, heating and air conditioning, and maintain the delivery systems thereof. The Contractor will be responsible for all additional utilities, including telephone service and data.

Improvements

No improvements to the premises shall be made without prior written approval of the Department.

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**FISCAL IMPACT:**

There is no impact to the General Fund. The Animal Sterilization Fund will be used to reimburse the selected contractor based on rates established by the Animal Services Commission.

Approved:

Brenda Barnette

*Brenda Barnette, General Manager*

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**BOARD ACTION:**

\_\_\_\_\_ Passed

Disapproved \_\_\_\_\_

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

Continued \_\_\_\_\_

\_\_\_\_\_ Tabled

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



# City of Los Angeles Department of Animal Services

## REQUEST FOR PROPOSALS

To Operate the Department of Animal Services'

### **Spay/ Neuter Clinic**

At the East Valley Animal Shelter:

RFP Release Date: \_\_\_\_\_, 2016

Deadline to Submit Proposals: \_\_\_\_\_, 2016

Attention: John Forland  
Department of Animal Services  
221 North Figueroa Street, Suite 600  
Los Angeles, California 900\_\_

RFP and Contract Administrator: John Forland  
Phone: (213) 482-9554  
Fax: (213) 482-9511  
[john.forland@lacity.org](mailto:john.forland@lacity.org)

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## **I. INTRODUCTION**

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The City of Los Angeles (“City”) through its Department of Animal Services (“Department”), is releasing this Request for Proposals (“RFP”) to seek a qualified veterinary medical clinic operator to operate the Department’s spay/neuter clinic at the East Valley Animal Shelter, 14409 Vanowen St, Van Nuys, CA 91405. The operator will primarily provide high-volume spay and neuter services for Shelter dogs, cats and rabbits. Services will also be rendered to the public who may bring their pets for sterilization and related veterinary medical assistance. The operator will also implant microchips in all dogs, cats, and rabbits without microchips adopted from the Shelter.

The clinic is located in the East Valley Animal Shelter. In addition to the appropriate licenses, the Clinic operator will need only bring their equipment, materials, supplies, medicines and controlled substances, and staff to begin operations as a self-contained, fully-equipped spay/neuter clinic. The floor plan for the clinic is attached to this RFP as Attachment A.

### **Personal Services Agreement**

The clinic will be operated pursuant to a Personal Services Agreement with the City of Los Angeles. As per Section 371 of the City Charter, such agreements are entered into through a competitive bidding process. To be considered, interested parties must respond to this RFP according to the instructions and guidelines stated herein. Additional information about the Personal Services Agreement is available in Section IV of this RFP.

### **Minimum Qualifications and Experience Required**

The Contractor must have a valid California-licensed veterinarian with at least five years of recent experience in high-volume spay/neuter clinics on staff, or have a contract, partnership or similar relationship with a California-licensed veterinarian with at least five years of recent experience in high-volume spay/neuter clinics. Additional information about qualifications and experience is available in Section VI of this RFP.

### **Term and Award of Contract**

The Department intends to award a three-year contract to the person or entity who demonstrates it is the most qualified to provide the required services, at the best overall value to the City. The Contract will be subject to review by the City Attorney and the Mayor’s Office, and subject to approval by the Board of Animal Services Commissioners and the City Council prior to Contract execution and start of services. Additional information about the evaluation and award process can be found in Section VII of this RFP.

### **Scope of Services**

Contractors will be expected to provide high volume spay and neuter services, along with other veterinary medical services enumerated in the draft personal services contract which, along with its exhibits, is attached as Attachment B.

### **Estimated Value of Contract**

Payments to the contractor are expected to be up to, but shall not exceed, \$500,000 for the first year.

The Department expects that a minimum of 6,000 animals will be sterilized during each year of clinic operation. This total shall include both animals provided by the Shelter and animals provided by the public. **No guarantee is given or implied as to the total amount to be paid to the contractor during the term of the agreement. Conversely, additional funding may be available to fund additional surgeries.** The Department recognizes that its subsidy may only fund a portion of the total cost to operate the clinic; it is the Contractor's responsibility to identify other sources of revenues or funding in order to recover the cost of operating the clinic. For example, Contractors who offer additional services to the public may generate additional revenues; operators may also seek funding from private sources (donations, grants, etc.).

### **Definitions**

The following terms used in this RFP shall be construed as follows:

- "Board" means the Board of Animal Services Commissioners.
- "City" means the City of Los Angeles, acting by and through the Department of Animal Services.
- "Clinic" means the spay/neuter clinic to be operated by a Contractor awarded an agreement pursuant to this RFP.
- "Contract" is synonymous with "*Agreement*" or "*Personnel Services Agreement*" and means the agreement executed as a result of this RFP.
- "Contractor" means the veterinarian, individual, foundation, partnership, corporation, or other entity to which an agreement is awarded.
- "Department" means the Department of Animal Services.
- "GSD" means the City of Los Angeles Department of General Services
- "Proposer" means any veterinarian, individual, foundation, partnership, corporation, or other entity who submits a proposal in response to this RFP.
- "RFP" means Request for Proposals.

## **II. ABOUT THE DEPARTMENT OF ANIMAL SERVICES**

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### **Mission and Goals**

#### *Our Mission*

The Department's mission is to promote and protect the health, safety, and welfare of animals and people in the City of Los Angeles.

#### *Our Vision*

We envision the day when every pet born is ensured a good home and care all its natural life, and no person is ever endangered by an animal.

#### *Our Values*

We value each employee, volunteer and partner contributing to the professional delivery of excellent customer service and the humane treatment of animals, in an

atmosphere of open, honest communication, predicated on our respect for and trust in each other. Our values depict the highest standards of:

Respect - We pledge to treat each person thoughtfully, politely and kindly regardless of rank or relationship

Trust – We strive to conduct ourselves in an honest, ethical, professional and respectful manner in everything we think, do and say, inspiring confidence in our abilities and our honesty.

Open and Honest Communication – We commit to complete transparency in all forms of communication and to carefully listen to the communications of one another.

Customer Service – We pledge to provide our best services to every customer, whether an internal or an external customer, every time.

Humane Treatment – At all times and in all places, we vow to care compassionately, advocate actively and work tirelessly to insure the best possible environment for all animals.

#### *Our Service Theme*

Creating a humane LA. We empower our communities to make humane choices.

### **Services at the Animal Shelters**

The Department offers a wide range of programs and services, including pet adoption, licensing, low-cost spay/neuter services, microchipping, foster programs, volunteer programs, permits, prevention of animal cruelty, and community outreach programs, among others. Most of our services and programs are offered through our Animal shelters located throughout Los Angeles. At the shelters, staff receive stray or turned-in animals, and after an initial check-up, hold the animals for the legally required period of time before placing them up for adoption. The centers' veterinary staff looks after the health of the center's animals and treats those needing special care. Animal Control Officers respond to public calls and pick up stray and injured animals and wildlife, or animals that may be in danger due to inhumane treatment. Volunteers and staff work together to help pet owners find their missing companions, or to find new animal companions.

### **New and Expanded Animal Shelters**

With the passage of the City's Proposition F, the Fire and Animal Facilities Bond, Los Angeles voters signaled their support for new, expanded, and modern facilities for animal care and human interaction. Seven new or expanded facilities provide community-oriented animal care, a safe environment for animals in the Department's care, and establish community relationships to enhance responsible pet ownership and to increase the number of pets reclaimed by owners or adopted to new homes.

Each new or expanded center features comfortable and safely designed public areas and state-of-the-art veterinary care, examination, and observation spaces. All include a major expansion of dog kennel space and large kitchens for preparing animal meals. They feature "get-acquainted" rooms for cats and outdoor yards for the adopter to get to know dogs and other animals. New spay/neuter clinics are included in five of the facilities. The new outdoor kennels keep animals comfortable with radiant heating built

into the concrete kennels for winter, and misting systems for hot days, while human visitors will enjoy the garden settings of the kennel areas. Large community rooms will be used for everything from staff training to community events. The East Valley expansion project was completed on September 10, 2015 and increased the number of kennels from 60 to 165.

Additional information is available online at: [www.laanimalservices.com](http://www.laanimalservices.com).

### **III. DEPARTMENT EVENTS**

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The Contractor's workload may increase in the days before or after the Department's various adoption events; the Contractor will be expected to make a reasonable effort to accommodate increased workloads. Following is a sampling of some of the pet-adoption events held by the Department:

- Pet Adoption Weekends: Various adoptions events can occur monthly at one or more Shelter locations organized by the Department with discounts/promotions geared to attract and increase people visiting Animal Shelters.
- Mobile Pet Adoptions  
Each month, the Department organizes Mobile Pet Adoptions, typically one-day events held on a Saturday or Sunday, and held in a variety of locations in Los Angeles. Usually about 30 to 40 animals are adopted at these events, and hundreds of people are provided with information and messages about animal issues, including spay/neuter information.
- Pet Fairs  
The Department holds pet fairs throughout the year, typically held in lower-income neighborhoods, at which free rabies vaccinations are given..
- Super Adoption Events  
Super Adoption events are held a few times a year, and are high profile events that are held through partnerships between the Department and rescue organizations. These all-day and multi-day events attract thousands of current and potential pet owners.

### **IV. PERSONAL SERVICES AGREEMENT**

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The Board of Animal Services Commissioners will award the contract for the Department, subject to review and approval by the City Attorney, the Mayor's Office, and the City Council. Services shall only begin upon full execution of the agreement by all parties and after attestation by the City Clerk.

The proposed Personal Services Agreement is attached as Attachment B and will be the Agreement, substantially in the form as attached, to operate the Clinic. Portions of the top-ranked proposal may be incorporated into and made part of the final executed Agreement. Attached to the Agreement are the License to Use the Premises of Spay and Neuter Clinic (Exhibit A of the Agreement) and the City's Standard Provisions for City Contracts (Rev. 03/09; Exhibit B of the Agreement).

## **V. REQUIREMENTS FOR SUBMITTING A PROPOSAL**

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### **A. Deadline for Submission**

To be considered, proposals must be received on or before \_\_\_\_\_, **2016, 4:00 p.m. Pacific Standard Time**, at the address listed below.

### **B. Where to Submit your Proposal**

Submit your proposal in a sealed envelope or box labeled "Proposal to Operate the Spay/ Neuter Clinic at the *East Valley Animal Shelter*." Indicate your name and address on the outside and deliver to:

Attention: John Forland  
Department of Animal Services  
221 North Figueroa Street, Suite 600  
Los Angeles, California 900\_\_

### **C. Number of Copies**

Please provide one (1) original, five (5) photocopies with all respective documents plainly identified. An electronic copy submitted on a CD or flash drive is optional and can substitute for only one (1) of the required printed photocopy submissions.

### **D. Administrative Requirements for Submittal**

All proposals must adhere to the following:

1. Acknowledgment of Terms and Conditions: A proposal submitted in response to this RFP shall constitute acknowledgment and acceptance of all terms and conditions set forth herein. Failure of the successful proposer to accept these obligations may result in cancellation of the Contract award.
2. Format of Proposals: Proposals must be typewritten, in English, and should be prepared simply and economically, avoiding the use of unnecessary promotional materials.
3. The RFP and the top-ranked proposal, or any part thereof, may be incorporated into and made a part of the Contract. The City reserves the right to further negotiate the terms and conditions of the Contract with the selected Contractor.

4. The City reserves the right to withdraw this RFP at any time, to reject any and all proposals, to choose not to award a Contract, and to waive any informality in the process when to do so is in the best interest of the City.
5. A proposer may withdraw a submitted proposal in writing at any time prior to the specified due date and time. Faxed withdrawals will be accepted. A written request to withdraw, signed by an authorized representative of the proposer, must be submitted to the Department at the address specified herein for submittal of proposals. After withdrawing a previously submitted proposal, the proposer may submit another proposal at any time up to the specified submission deadline. All proposals submitted and not withdrawn prior to the end of the submission deadline may not be withdrawn after the submission deadline for a period of ninety (90) days following the deadline for submission of proposals specified in this RFP.
6. Timeliness of Proposals: Allow adequate mail delivery time to ensure timely receipt of the proposals. Late proposals will not be considered for review. The City reserves the right to determine the timeliness of all proposals submitted. At the day and time appointed, all timely-submitted proposals will be opened and the name of the proposer(s) announced. No other information about the proposals will be made public until after a recommendation for award is made to the Board.
7. Deadline Extension: The City reserves the right to extend the deadline for submission should such action be in the best interest of the City. In the event the deadline is extended, proposers will have the right to revise their proposals. Proposals may be withdrawn personally, by written request, prior to the scheduled closing time for receipt of proposals.
8. All proposals submitted in response to this RFP become the property of the City.
9. Prohibition of Communication During Evaluation Period: After the submittal of proposals and continuing until a Contract has been awarded, all City personnel involved in the RFP will be specifically directed against holding any meetings, conferences, or technical discussions with any proposer except as provided in the RFP. Questions regarding this RFP should be directed only to the RFP/Contract Administrator indicated on the cover. Failure to comply with this requirement may terminate further consideration of that proposal. This prohibition does not prevent the proposer from communicating with staff on **non-RFP-related** matters or at Board of Animal Services Commission meetings.
10. Cost of Preparation: All costs of proposal preparation shall be borne by the proposer. The City shall not, in any event, be liable for any expenses incurred by the proposer in the preparation and/or submission of the proposal.

11. Questions: For questions regarding this RFP, contact John Forland at (213) 482-6980, or via email at [john.forland@lacity.org](mailto:john.forland@lacity.org).

## **VI. CONTENTS OF SUBMITTED PROPOSALS**

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**ALL information requested must be included in your submitted proposal. The proposal must include:**

- A cover letter
- Evidence of financial capability
- Description of your qualifications and experience
- Proposed services
- A business plan which includes:
  - An environmental operation statement
  - A financial plan
- Proposed compensation to the City
- Additional information, if any
- Completed administrative requirements forms.

**For each of the above sections of your proposal, provide, at a minimum:**

### **A. Cover Letter**

Include a cover letter from, and signed by, an authorized representative of the firm indicating intent in providing the requested services. The cover letter must provide complete contact information of the person or persons authorized to speak on the proposer's behalf regarding the proposal. Include the name and title of this person, mailing address, telephone, fax, and email addresses.

### **B. Financial Capability**

Provide copies of bank statements, letters of credit, etc., to demonstrate sufficient financial capability to cash flow the operation during the initial period and through the entire term of the Contract, including sufficient resources to equip the clinic, provide adequate staffing, and to provide required bonds.

**(Note:** You do not need to submit multiple copies of documentation to demonstrate financial capability. You must include this in your original submittal, but may omit in the copies of your proposal. Material that is considered confidential should be kept together and clearly marked confidential.)

### **C. Qualifications and Experience**

Contractor must have a veterinarian licensed by the California Veterinary Medical Board, and all other necessary staff, such as veterinary technicians, etc, will be required to maintain current licenses from the Board of Consumer Affairs, the Drug Enforcement Administration (DEA), and any other regulatory agencies requiring licensure. Include in your proposal:

- A detailed description of the veterinarian's qualifications and credentials, as well as the qualifications and credentials of key staff.
- Copies of licenses currently held
- Provide a list of at least three references for the last five years
- Include resumes of key staff

**Proposer must have at least five years of recent experience; or have on staff a California-licensed veterinarian with at least five years of recent experience in high volume (average 40 surgeries per day or more) spay and neuter clinics.**

Describe your experience in operating a spay/neuter veterinary clinic:

- How many clinics have you operated? How many years in each?
- Describe the medical services provided (surgeries, procedures, etc.)
- Describe the volume of services (number of surgeries, types of animals, etc.)
- Describe experience in performing prepubescent sterilizations on dogs and cats

#### **D. Services to be Provided**

In addition to spay/neuter services, indicate which of the optional services listed in the attached Agreement you will provide, if any. Include:

- List of services
- Price of each service
- Any additional services

For all services to be provided, indicate:

- Target volume of work
- How you expect to meet that target

#### **E. Business Plan, Environmental Operations, and Financial Planning**

Submit a proposed operation plan. This must reflect an understanding of the overall goals of the Department and should demonstrate an interest in assisting with the Departments' goals to promote and protect the health, safety and welfare of animals and people in Los Angeles, including achievement of a permanent "No-Kill" policy.

The plan should include:

- Number of staff, and categories of each (veterinary, vet technician, clerical, etc.) and days/hours per week for each staff member.
- Description of equipment to be used (indicate whether new, used, etc)
- A plan to track surgeries and other services; describe any software to be used for such tracking
- A plan to sell dog licenses (\$2 reimbursements to Contractor for each sale)
- Facility maintenance plans and procedures
- Methods of accounting
- Advertising and Community outreach plans
- Customer service:
  - Proposed hours and days of operation
  - Added-value services

Indicate your operations are environmentally friendly.

The Department strives to operate in an environmentally responsible manner by also reducing use of water, fuel, and electricity, by utilizing energy-efficient and consumption-reducing electronics, and by purchasing sustainable and/or recyclable products made in part or in whole from post-consumer waste. The Department also encourages our private business partners to engage in these same practices as well.

- Are your operations environmentally sustainable? How?
- Which equipment items of the proposed operation plan are produced in an environmentally sustainable way or are from recycled/recyclable materials? Which electronic equipment items of the proposed operation plan are certified as environmentally energy efficient (EG; Energy Star, epeat, etc.)?
- Are there any changes planned that will increase your efforts of sustainable and environmental operations?

Indicate your financial planning:

- What is your annual operating budget?
  - Indicate start-up costs
  - Indicate total expenses
- Other than the Department subsidy, what are your sources of revenue?
  - List any anticipated sale revenue items
  - List any anticipated grants, donations, or private revenue sources
  - Describe any plans for securing additional funding
- A projected financial statement, preferably in the form of a spreadsheet, for the operation of the proposed business for three years, showing projected operating expenses and projected revenues. You may indicate categories of services in your projected revenues, as well as categories of projected expenses (e.g. salaries, supplies, fees and insurance, etc.). You do not need to disclose proprietary or confidential information, but you should demonstrate realistic expectations of revenues and all expenses, and show that you are able to plan a financially viable operation. NOTE: Please indicate those sections of your proposal which you consider proprietary or confidential (see the Disposition of Proposals in the Administrative Requirements and Forms Document, attached)

## **F. Compensation**

City shall pay Contractor for each spay/neuter surgeries for dogs, cats, and rabbits (males and females) from the shelter and those brought in by the public in connection with any of the Department's various sterilization programs, according to the Board-approved fee schedule indicated in the attached Agreement. Of this payment, Contractor shall reimburse Department a percentage discount each month following receipt of the payment. Indicate your proposed discount percentage: \_\_\_\_%.

Additionally, Contractor shall pay the Department a percentage of gross revenues for all other services provided under the Agreement. Indicate your proposed percentage: \_\_\_\_ %.

The Department's proposed annual budget for this contract is \$500,000 and the Department expects a minimum of 6,000 spay and neuter surgeries to be performed for this amount.

**G. Additional Information (if any)**

Provide any additional information which you feel will further demonstrate your ability to meet or exceed the requirements listed in this RFP. Any additional information may address:

- Your firm's qualifications and experience
- Proposed methods of providing services
- Community-specific services
- Additional services which are available in addition to those listed in the Agreement (additional methods of accomplishing the Department's goals)
- Bilingual capabilities
- Proper licenses including veterinarian and DEA licenses and permits necessary to operate a spay/neuter clinic.
- Explanations of any disciplinary actions, suspensions of license, claims, etc., if any
- Any other information which further demonstrates your firm's ability to achieve the Department's goals

If no additional information is to be provided, then state "*No additional information to provide*" in response to this subsection.

**H. Administrative Requirements and Forms**

All bidders and proposers seeking to enter into contracts with the City of Los Angeles are required to comply with the City's contracting requirements. These include, but are not limited to:

- Business Inclusion Program
- Affirmative Action
- Equal Benefits Ordinance
- First Source Hiring
- Non-discrimination/EEO
- Slavery Disclosure

Further information on City contract procedures, required documents, completion and submission requirements will be found online at the City of Los Angeles Business Assistance Virtual Network (BAVN) at: <http://www.labavn.org/>. The Department reserves the right during the evaluation to request additional information and/or clarification regarding documents submitted in the proposal.

## **VII. ADDITIONAL REQUIREMENTS OF SELECTED CONTRACTOR**

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After award of the Agreement, and prior to execution, the selected Contractor shall complete and submit required documents listed at the City of Los Angeles Business Assistance Virtual Network (BAVN) at: <http://www.labavn.org/>. Provided below is a sample:

- Living Wage documents
- Contractor Responsibility Ordinance
- City Ethics Commission Forms 50, 55, 56
- Iran Contracting Act Form
- Child Support, ADA, Non-Collusion Compliance Forms

The following must also be submitted to the Department before Contract execution:

- Copy of Los Angeles Business Tax Registration Certificate (BTRC)
- Form W-9
- Proof of Insurance, subject to City approval

## **VIII. REVIEW, EVALUATION, AND AWARD**

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### **A. Minimum Requirements**

#### **1. Review Of Proposals**

Staff will review all proposals to determine if they meet the minimum requirements contained in this RFP. All proposers must have, or employ at least one licensed veterinarian with, a minimum of five years of recent relative experience. All proposals must be complete at the time of submission and include all components. The Department reserves the right to request additional information to clarify a submitted proposal.

#### **2. Financial Capability**

Proposer must demonstrate that it has sufficient financial capability to cash flow the operation during the initial period and through the entire term of the Contract.

**Proposers who fail to meet the minimum requirements stated herein, or who fail to demonstrate sufficient financial capability, may be disqualified from further evaluation and may be deemed non-responsive.** Proposers who pass the minimum requirements will be further evaluated as follows:

### **B. Evaluation**

A selection panel may be convened to evaluate proposals, may interview proposers whose proposals have met the minimum requirements, and may be asked by the

Department to recommend an award of a Contract. Said selection panel may be comprised of Department staff and/or appropriate experts.

Proposals will be rated according to the following criteria:

- Qualifications and Experience
- Proposed Services
- Business, Environmental, and Financial Plan
- Fees

Each category will be rated based on a point scale as shown. Proposals will be ranked based on their respective aggregate scores with a perfect score being 100.

<b><u>Criteria: Qualifications and Experience</u></b> (36pts maximum) What has the proposed accomplished?	No pass	Poor	Fair	Good	Excellent
Relevant experience of proposer as a group/company/firm	0	1	2	3	4
Relevant experience of the proposer's management and veterinary staff	0	1	2	3	4
Licenses are current and sufficient for all staff performing surgeries	0	1	2	3	4
Meets or exceeds required qualifications for operating a spay and neuter clinic	0	1	2	3	4
Proven ability to provide similar spay and neuter services, demonstrated through previous experience, license history, and other facts; experience may be in providing services to the City of Los Angeles, other government agencies, and/or in the private sector	0	1	2	3	4
Demonstrates sufficient ability to provide all medical services (other than spay and neuter surgeries)	0	1	2	3	4
Demonstrates sufficient ability to provide high volume of services	0	1	2	3	4
Demonstrates sufficient ability to perform prepubescent sterilizations	0	1	2	3	4
References attest to proposers ability to perform services	0	1	2	3	4

<b><u>Criteria: Proposed Services</u></b> (16pts maximum) What optional services will be performed?	No pass	Poor	Fair	Good	Excellent
Proposed fees for services to the public	0	1	2	3	4
Demonstrated interest in public outreach and marketing	0	1	2	3	4
Services are appropriate, reasonably-priced, varied.	0	1	2	3	4
Target volume and approach are aligned	0	1	2	3	4

<b>Criteria: Business, Environmental, and Financial Plan</b> (36pts maximum) How does the proposer accomplish this?	No pass	Poor	Fair	Good	Excellent
Number of staff is sufficient for planned operating hours	0	1	2	3	4
Thorough operating plan (plans for accounting, inventory, staffing, maintenance, etc)	0	1	2	3	4
Equipment is sufficient to support services and track surgeries	0	1	2	3	4
Customer service: hours of operation, locations, added-value services, etc.	0	1	2	3	4
Advertizing and Community Outreach Plans are thorough and cover all community income levels.	0	1	2	3	4
Environmental statement is receptive	0	1	2	3	4
Balanced operating budget - Revenue and Expenses equal projections	0	1	2	3	4
Sources of other revenues are adequate and explicit	0	1	2	3	4
3-Year projected financial statement is balanced and adequate	0	1	2	3	4

<b>Criteria: Compensation</b> (12pts maximum) How are discounts and payments appropriated?	No pass	Poor	Fair	Good	Excellent
Proposed discount to the City for sterilizations	0	1	2	3	4
Proposed payment to City for additional services	0	1	2	3	4
Payments are appropriate, feasible.	0	1	2	3	4

All proposals will be evaluated solely on the basis of the criteria listed above and the ranking of any review panel will serve solely to assist Department staff on evaluating the merits and viability of each proposal. Staff will independently formulate a recommendation to the General Manager, who will be free to accept or reject the review staff's recommendation and present his/her recommendation to the Board in a Board Report. The Board will consider the General Manager's recommendation during a public Board meeting and may accept or reject the General Manager's recommendation in making their decision as to the selection, stating publicly the reasons for their action. The proposed Contract is subject to review by the Office of the Mayor and the City Attorney, and the approval or rejection by the City Council pursuant to Charter Section 373.

### **C. Award of Contract**

The General Manager of the Department recommends Contract awards to the Board of Animal Services Commissioners. The Department will notify all proposers of the

General Manager's recommendation. Once the contract or contracts are approved by the Board, the selected proposer will complete and submit the additional documents as required by City Ordinance, State, or Federal laws, after which the Contract or Contracts will be forwarded to the Los Angeles City Council for final approval.

Contracts are deemed to be executed upon the date of signature, or as otherwise stipulated in the Contract.

**D. Contractual Arrangements**

The proposer selected to perform the services outlined in this RFP will enter into a Contract, approved as to form by the City Attorney, directly with the City of Los Angeles.

**E. Verification of Information**

The Department reserves the right to verify the information received in the proposal. If a proposer knowingly and willfully submits false information or data, the Department reserves the right to reject that proposal. If it is determined that a Contract was awarded as a result of false statements or other data submitted in proposal to this RFP, the Department reserves the right to terminate the Contract.

## **IX. ATTACHMENTS**

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Attachments are listed on the City of Los Angeles Business Assistance Virtual Network (BAVN) at: <http://www.labavn.org/>.

Attachment A: Clinic Floor Plan

Attachment B: Personal Services Agreement

Exhibit A: License to Use Premises of Animal Spay/ Neuter Clinic

Exhibit B: Standard Provisions for City Contracts



# City of Los Angeles Department of Animal Services

City Agreement Number \_\_\_\_\_

WITH «CONTRACTOR»  
To Provide Spay/Neuter and Related Veterinary Services

At the

East Valley Animal Shelter  
Spay/Neuter Clinic  
14409 Vanowen St  
Van Nuys CA 91405

City Agreement Number \_\_\_\_\_

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PERSONAL SERVICES AGREEMENT  
BETWEEN THE CITY OF LOS ANGELES  
AND «CONTRACTOR»

FOR THE OPERATION OF THE SPAY/NEUTER CLINIC AT  
THE EAST VALLEY ANIMAL SHELTER

To City Agreement Number \_\_\_\_\_

THIS PERSONAL SERVICES AGREEMENT ("Agreement") is entered into as of \_\_\_\_\_, 2016, and will be effective on the date the Office of the City Clerk attests this Agreement ("Execution Date"), between the City of Los Angeles ("City"), a municipal corporation, acting by and through the Department of Animal Services ("Department"), the Department of General Services ("GSD"), and «CONTRACTOR» which is authorized to do business in the State of California, with regard to the following:

WHEREAS, the Department desires Contractor to provide spay/neuter surgeries and related services at the East Valley Animal Shelter Spay/Neuter Clinic ("Clinic"); and

WHEREAS, the Contractor was selected pursuant to a Request for Proposals ("RFP") issued by the Department on \_\_\_\_\_ to solicit such services, and Contractor submitted a proposal in response to the RFP, met the requirements, and was awarded this Agreement by the Animal Services Board of Commissioners ("Board") on \_\_\_\_\_, and approved by the City Council on \_\_\_\_\_, for a one-year contract, renewable at the City's sole discretion for up to five additional years, for a period of up to six years (C.F. \_\_\_\_\_); and

WHEREAS, the Contractor will provide spay/neuter services for Shelter cats, dogs, and rabbits (as needed) that are adopted from the Shelter as well as to pets owned by qualifying residents near or in the Los Angeles area; and

WHEREAS, operating the Clinic will augment the Department's ability to provide spay/neuter services to adopters and residents in Los Angeles and benefit the public; and

WHEREAS, the Contractor will accept the fees for spay/neuter surgeries listed herein; and

WHEREAS, GSD provides real estate asset management and related building maintenance and repair services for the City's real property; and the Department provides services related to the care and welfare of animals in the City of Los Angeles, and administers agreements related to providing said services; and

WHEREAS, the Contractor shall also execute the license agreement attached as **Exhibit A** and shall be subject to the terms of the license agreement; and

NOW THEREFORE, In consideration of the above premises and of the covenants and representations set forth herein, the parties agree as follows:

## **Section I. Representatives of the Parties and Service of Notice**

**A.** The representatives of the parties authorized to administer this Agreement, and to whom formal notices, demands, and communications shall be given are as follows:

1. The representative of the City shall be the General Manager of the Department, or that person's authorized representative, as follows:  
Brenda F. Barnette  
General Manager, Department of Animal Services  
200 North Spring Street, Room 1913  
Los Angeles, California 90012
2. The representative of GSD shall be the General Manager of that department, or that person's authorized representative, as follows:  
Tony M. Royster  
General Manager, Department of General Services  
111 East First Street, Room 201  
Los Angeles, California 90012
3. The representative of Contractor shall be:  
«CONTRACTOR NAME»  
«CONTRACTOR»  
«CONTRACTOR ADDRESS»  
«CONTRACTOR CITY ZIP»

**B.** Formal notices, demands, and communications required hereunder by any party shall be made in writing and communicated by U.S. mail, fax, or email.

**C.** If the name of the person designated to receive the notices, demands, or communications, or the address of such person is changed, written notice shall be given to the other parties within five (5) business days of said change.

## **Section II. Term**

Unless terminated earlier pursuant to this Agreement or pursuant to termination provisions within the attached exhibits incorporated herein, the term of this Agreement shall be for THREE YEAR from \_\_\_\_\_, \_\_\_\_\_ to \_\_\_\_\_, \_\_\_\_\_, and may be renewed for up to THREE additional years at the sole discretion of the Department and GSD. The City intends to exercise the renewal option on the condition that the Contractor's performance reasonably meets the expectations stipulated in this Agreement.

## **Section III. Maximum Payment**

Payment to the Contractor by the City shall not exceed \$500,000 during each of the City's Fiscal Years (defined as July 1 through June 30) or during any 12 months of the Agreement, including the value of discount coupons and free certificates. This provision shall not mean that the City is required to reach or approach this amount.

## **Section IV. License to Use Premises of the Animal Spay Neuter Clinic**

Contractor shall comply with all provisions of the License to Use the Premises of Animal Spay and Neuter Clinic ("License"), attached as **Exhibit A**, incorporated and made part of this Agreement.

## **Section V. Standard Provisions for City Contracts**

Contractor shall comply with all provisions of the City of Los Angeles' Standard Provisions for City Contracts, (Revised 03/09), ("Standard Provisions"), attached as **Exhibit B**, incorporated and made part of this Agreement.

## **Section VI. Premises**

The premises covered by this Agreement are the Spay/Neuter Clinic ("Premises" or "Clinic") located at the following location:

East Valley Animal Shelter  
14409 Vanowen Street  
Van Nuys CA 91405

A diagram of the Premises is attached hereto and incorporated herein as Exhibit C.

## **Section VII. Ramp-up Period**

There shall be a ramp-up period of no longer than ninety (90) days, beginning from the date this Agreement is executed, to allow Contractor to secure all its resources (staff, equipment and materials, etc.) before beginning provision of services. Should this ramp-up period be insufficient or otherwise need modification, Contractor and Department may meet and confer to determine the necessary modifications. Said ramp-up period may then be changed upon mutual agreement between Department and Contractor. During the ramp-up period, Contractor shall not be required to provide the services stated herein; however, all other terms of this Agreement, the License, and Standard Provisions, shall remain in effect during the ramp-up period.

## **Section VIII. Scope of Services**

The Contractor shall be the sole operator of the Clinic and shall operate the Clinic according to all federal, state, and local laws; shall provide spay/neuter services for adopted animals and animals owned by members of the public, and related veterinary medical services, as described herein; shall provide all staffing, equipment, and supplies; shall obtain all permits, licenses, and registrations required to operate the Clinic; and shall coordinate with Department staff to provide these services, as stipulated herein. In particular, the services to be provided are as follows:

### **A. Surgical Sterilizations**

The Contractor shall use its best efforts to perform timely surgeries on every animal provided to the Contractor by the Department.

The Contractor will perform:

1. Spay and neuter surgeries on qualified animals adopted from the Shelter (including dogs and cats eight weeks of age or older, and rabbits). On each day of operation, Contractor shall commit to perform surgeries as follows:

A minimum of 5 dogs adopted from the shelter,

A minimum of 10 female cats adopted from the shelter and unlimited male cats.  
(or as agreed by Contractor and City)

Contractor shall coordinate with Shelter staff in the event that the Shelter's volume of surgeries exceeds this number during special adoption events or other events, and the Contractor shall make a reasonable effort to accommodate additional spay/neuter surgeries from the Shelter. The Department reserves the right to send animals to off-site

veterinarians in the event that Contractor is unable to accommodate all of the Shelter's spay/neuter needs.

Contractor shall be expected to perform approximately **40 spay/neuter surgeries** at the Clinic each day of operation, including animals adopted from the Shelter, as well as dogs and cats brought in by members of the public, and accept all Department discount coupons and free certificates or vouchers and Authority For Expenditure for the service.

2. Pre-surgical physical examinations on all surgical candidates to determine if an animal is qualified for surgical treatment.
3. Other ancillary medical procedures associated with surgical sterilizations, according to the provisions outlined below:
  - a. The Contractor will conform to all surgical standards as required by the California Veterinary Medicine Practice Act (CVMPA).
  - b. Animals deemed unfit or unhealthy by a veterinarian may be rejected for surgical sterilization.
  - c. Animals that are pregnant, in estrus, cryptorchid, or have any other medical condition outside the scope of a healthy animal sterilization, may be surgically sterilized at the discretion of the Contractor's veterinarian.
  - d. Owners of older animals that may require pre-surgical, geriatric blood screening shall be referred to a private veterinarian prior to sterilization.
  - e. If during surgery, the animal is discovered to be already sterilized, the same fee that would have been charged for a standard sterilization shall be charged.

#### **B. Microchips**

For dogs, cats or rabbits brought in to the Clinic by the public, Contractor shall offer microchips. Contractor shall provide the owner (for owned animals) and Department (for shelter animals) with the microchip number.

#### **C. Licensing**

The Contractor will assist the Department in its efforts to license all dogs within its jurisdiction by providing, along with any other reporting requirements, a monthly report on the dogs entrusted to their care to include the following information:

- Dog's name
- Breed of dog
- Owner's name
- Owner's address and phone number
- Dog's license information

The Contractor shall sell dog licenses or puppy certificates for dogs brought in for veterinary services by persons residing in the City of Los Angeles whose dogs are not licensed. For this service the Contractor will be paid a sum not to exceed \$2.00 or such other amount as determined by the Board of Animal Services Commissioners and approved by the City Council, for each dog license or puppy certificate sold consistent with the guidelines established by the Department. The provision shall exclude dogs that are adopted from the shelter and sent to Contractor by the Department for spay/neuter or related services as part of the adoption process.

#### **D. Emergency Medical Treatment**

Contractor shall monitor all animals under its care and control for post-surgical complications and shall provide appropriate post-surgery medical treatment to animals in the event of an emergency related to the surgery, at no additional cost to the City or the pet owner, so long as such complications are discovered while the animal is under the Contractor's care and control.

The Contractor shall provide appropriate medical treatment to animals in the event of medical emergencies for animals in the care and control of the Contractor. The Contractor will stabilize the animal in the event the animal needs to be transported to another private veterinary hospital, which will be at no additional cost to the City or the pet owner if the emergency is determined to be related to or caused by the sterilization surgery.

Charges for medical emergency treatment for animals in the care and control of the Contractor but not caused as a result of the sterilization by the Contractor, either by the Contractor or at referred veterinary hospitals that are pre-approved by the Department, may be charged to the pet owner, as described in the Contractor's consent form authorizing spay/neuter surgery.

#### **E. Care of Animals**

1. Contractor's care of animals in its custody shall be in conformance with all federal, state, and local humane laws and statutes. A California-licensed veterinary technician, or equivalent, shall remain on duty following the procedure until each animal's recovery status meets the conditions set forth by the CVMPA to send home with his or her owner or transfer to the care of Shelter staff, depending on where the animal came from.
2. Owned animals unclaimed by owner(s) at the end of the business day shall be kept overnight at the Clinic while reasonable efforts are made by the Contractor to contact the pet owner. Animals unclaimed by owners are considered "abandoned" under State law, and Contractor must follow State abandonment law procedures. Animals that have been adopted and sent to the Contractor for sterilization may be returned to the shelter if the owner does not pick up the animal at the close of business. However, the Contractor may use reasonable efforts to contact the owner and arrange to keep the animal for a longer, and mutually agreeable, period.
3. All pre-adopted animals shall be released on the day of surgery to their owners. Animals that are not pre-adopted shall be released to the Department at such time as medically safe to do so.

#### **F. Release of Animals**

All animals shall be released to pet owners or adopters with post-operative instructions, including emergency telephone numbers. Should complications occur, the Contractor shall retain responsibility and care for the animal until the complication is abated.

#### **G. Wellness Clinics**

Contractor shall operate a Wellness Clinic 1 or 2 days a week. The Wellness Clinic will offer the following services, up to and including:

- Diagnosis and treatment for ear/eye/skin infections
- Dental scaling, polishing, and extractions
- Wellness exams for puppies and kittens
- Low-cost vaccines - DA2PP, Bordetella, rabies, FVRCP, FeLV

- Mass removals
- End-of-life counseling and euthanasia
- "Cherry eye" treatment
- Entropion repair
- Hernia repair
- Low-cost spay/neuter
- Owner education in proper pet care
- Assisting owners in managing chronic disease processes, i.e. seizures, diabetes, kidney problems

Owners defined as "low-income" under HUD or DOL guidelines will qualify for SNP LA's low-priced services. Low-income documentation is required. The following documentation is acceptable: California Form 540, W-2, DWP Lifeline status, Southern California Gas CARE program status, Social Security Benefits Statement, or an award letter of the amount of 881, General Relief, or CalWorks/AFDC received.

The operation of the Wellness Clinic will not affect Contractor's obligation to meet its other surgical sterilization targets for the City as provided in the Agreement. Animal Services reserves the right to review the cost of low-priced services to ensure that these costs are affordable to low-income residents.

#### **H. Optional Services and Additional Fees to the Public**

The Contractor may offer to the public additional services, provided that the written approval is received from the pet owner. Pricing of these services shall be at the Contractor's discretion, subject to Department approval. The Department shall be notified of any price increase 30 days prior to the effective date and must grant approval of said increase. Once approval has been granted the Contractor shall post the increases and notify the public no less than 14 calendar days before the increases become effective. The notice of new prices shall be posted in a conspicuous place in the Contractor's clinic and if applicable, in its online presence and must indicate the effective date. The Department encourages pricing that maximizes the public's ability to obtain needed services for their pets.

#### **I. Operational Requirements**

##### **1. Maintaining a Written Protocol of Procedures**

Contractor shall maintain at all times an approved written protocol detailing all procedures, including, but not limited to animal handling, vaccination, anesthesia surgery guidelines, and drug inventory. This protocol must be available for review and approval by the Department at the inception of this Agreement and at all times during its term. The Contractor shall post this protocol in a public area at all times.

##### **2. Days and Hours of Operation**

Contractor shall provide spay and neuter services a minimum of four days per week. All hours and days of operation, including additional holidays, shall be subject to mutual agreement between Contractor and Department, to be coordinated with the shelter, and shall be prominently posted, clearly visible to the public. Contractor may not change hours and days of operation without prior written approval from the Department; such changes must be announced to the public no less than seven (7) calendar days before they become effective.

Contractor must notify Department via the Director of Shelter Operations of planned closures no less than 14 calendar days before the closure, and must post notice of said closure for public view. In the event that the Contractor's veterinarian will be absent, Contractor may retain the temporary services of an alternate licensed veterinarian to perform surgeries in the absence of the Contractor's veterinarian, subject to Department disapproval. The Department reserves the right to have its own veterinary staff or other

veterinarian perform said surgeries if the Contractor's veterinarian is absent.

The clinic will close for the following holidays: **(Contractor to Provide)**

### **3. Equipment and Supplies**

Contractor shall obtain, at its own expense, all equipment and supplies to be used in the operation of the Clinic, including all medical supplies, medicines, cleaning agents, microchips, tools, anesthesia machines, autoclaves, and any other necessary tools, instruments, supplies, and equipment. Contractor shall maintain in good working order, at its own expense, all equipment used in the operation of the Clinic, and shall ensure that repairs or replacement of equipment does not unreasonably interrupt its services.

Alterations and improvements, capital improvements, and maintenance issues shall be coordinated with Animal Services' Director of Shelter Operations, and subject to the approval of the Department of General Services' Director of Real Estate Services, (213) 922-8501.

### **4. Equipment Purchase Option**

At the end of the term of this Agreement, and upon mutual agreement, Department may purchase from the Contractor, at a mutually-agreed depreciated price consistent with equipment of comparable age and use, Contractor's equipment used in the operation of the Clinic. However, the Department shall be under no obligation to make such purchases.

### **5. Cost of Supplies, Services, and Personnel**

The cost of setting up, staffing, maintaining, and performing services under this Agreement shall be the Contractor's sole responsibility.

### **6. Licenses and Permits**

Contractor shall obtain at its own expense, the following licenses and permits:

- A current Veterinary Premise License for the Clinic, naming the Contractor's veterinarian as the Managing Licensee, as required by the California Veterinary Medical Board.
- A current Veterinarian License for the Contractor's veterinarian(s), as required by the California Veterinary Medical Board.
- A Controlled Substance Registration Certificate, as required by the U.S. Department of Justice, Drug Enforcement Administration (DEA).
- All other necessary permits to operate the Clinic, including current licenses from the Board of Consumer Affairs, and any other regulatory agencies requiring licensure.

All licenses requiring display will be displayed in a designated area as prescribed by law. Copies shall be provided to the Department. Contractor shall maintain all licenses and permits current throughout the term of this Agreement, and shall not begin services under this Agreement until such licenses and permits are obtained.

### **7. Hazardous Waste Disposal**

As used in this Agreement, the term "hazardous waste" shall mean hypodermic needles. The Contractor will be solely responsible for disposal of hazardous waste, at its own cost. Animal Services can provide the Contractor with the name of the vendor currently removing sharps for the Department.

## J. Fees and Payments

### 1. Fees for Spay/Neuter Surgeries (for shelter animals and animals adopted from the shelter) Set by Board

Fees for spay/neuter surgeries paid by the Department are set by the Board; if the Board revises said fees, the Department shall pay the Contractor the revised fees effective on the date of the Board's approval, or as otherwise effected by the Board. The Board approved fees, as of the Execution Date of this AGREEMENT, are as follows:

<b>Surgery</b>	<b>Fee</b>
Male cat	\$60.00
Female cat	\$68.00
Pregnant cat	\$60.00
Male dog under 50 lbs.	\$60.00
Male dog over 50 lbs.	\$110.00
Female dog under 50 lbs.	\$68.00
Female dog over 50 lbs.	\$118.00
Pregnant dog	\$80.00
Rabbits (all)	\$65.00

<b>Coupon/Certificate</b>	<b>Value</b>
Dog coupon	\$30.00
Dog certificate	\$70.00
Cat coupon	\$30.00
Cat certificate	\$70.00
Rabbit coupon	\$0.00
Rabbit certificate	\$0.00

### 2. Definitions

- **"Neuter"** shall mean "surgical castration." **"Spay"** shall mean "ovariohysterectomy."
- **"Sterilization"** and "surgery" refer to the surgical spaying or neutering of an animal. All sterilizations shall include: (a) a physical examination of the animal, (b) all vaccines and anesthesia that your hospital requires during hospitalization or before surgery, (c) all after-care including suture removal, licking problems, infections, and other normal procedures.
- **"Voucher"** can be a **\$30 Discount Coupon** or a **\$70 Free Certificate** for Spay/Neuter issued to a Los Angeles resident by the Department for the sterilization of an owned dog, cat, or rabbit.
- **"Authority for Expenditure (AFE)"** is issued by the Department for specific service on a shelter animal.

### 3. Additional Services

Shelter sterilizations will also include, free antibiotic injection, E-Collar and a wellness exam for adopted animals. Additional services available at a reduced rate for adopted animals; general and specialty surgical procedures, discounted vaccines, medications, flea control, and low-cost spay/neuter services.

### 4. Spay/Neuter \$30 discount coupons/\$70 free certificates

- a. Animal owners will transport their owned animal to the Contractor along with a voucher and pick up the animal from Contractor after service is completed.

- b. Coupons/Certificates are non-transferable, are not valid beyond the expiration date printed on them, and must be presented to Contractor at the time of sterilization. Coupon/Certificate may only be used for owned cats and owned dogs, and are not valid for the sterilization of feral cats. Either a discount coupon or free certificate, but not both, may be used per animal per sterilization. Coupon/Certificate cannot be used for any veterinary service other than sterilization, nor in combination with any other program.
- c. Contractor may charge a co-payment from an animal owner with a \$30 Discount Coupon. No co-payment or additional fees may be charged to an animal owner with a \$70 free certificate for sterilization including, but not limited to, uterine infection, pregnant or “in estrus” animals, animals with retained testicles, or animals weighing more than 50 pounds.
- d. «CONTRACTOR» will accept \$30 discount coupons towards surgery and \$70 free certificates as full payment for surgery. In addition to the sterilization surgeries, «CONTRACTOR» will provide an E-collar and pain medication as part of the discount coupon/free certificate package. «CONTRACTOR» will administer core vaccinations (rabies and DA2PP or FVRCP) if needed at a discounted rate to the client. Ancillary services, such as flea and/or ear mite treatment, microchips, and antibiotics (prescribed on an as-needed basis) may be provided to clients at a cost, which client can accept or deny.

## **5. Authority for Expenditure (AFE) (for Shelter Animals)**

- a. Department staff will transport the animal, or in cases of deferred sterilization approved by Department veterinary staff, the animal owner will transport the animal, along with an Authority for Expenditure (AFE).
- b. No additional fees or co-payments may be charged for the sterilization of shelter animals, including physical examination, routine hospitalization, vaccines, and after-care services such as suture removal, licking problems, infections, and other normal procedures.

For owned animals that are obese, geriatric, pregnant, or exhibit uterine infections, in estrus, with retained testicles(s), or hernias, the Contractor shall obtain prior authorization from the adoptive owner before treatment, as part of its standard consent form.

- c. If the Department does not authorize the additional treatment and the Contractor is unable to perform the sterilization of any shelter animal, Department staff will retrieve the animal. Contractor shall absorb all costs of treatment provided without prior approval from the Department.
- d. For animals that have been adopted and are being sent to Contractor from the Department for surgery, but who are deemed by Contractor’s veterinarian to be unsuitable for sterilization that day, Contractor shall contact the adopter to explain that the animal is unfit for surgery and to explain why surgery cannot be completed on that day. The Contractor will ask the adopter if they would like to pick up the animal and bring it home, or if they no longer want the animal. If the adopter agrees to pick up the animal, the Contractor shall inform the Department’s medical staff and the shelter, who will issue a D-300 surgery deferral as described in Section 6(c)

below. If the adopter advises the Contractor that he or she no longer wants the animal, he or she shall be instructed to go to the shelter to process the return, and Contractor shall return the animal to the shelter. The Department shall not reimburse the adopter or Contractor for veterinary fees not authorized by the Department in writing.

- e. For adoption events, animals will be brought in for sterilization with an AFE by Department staff and picked up on the same day of the surgery in accordance with the arrangement made between Contractor and Shelter. Contractor will notify the Shelter where the animal came from if an animal is unfit for surgery and the Department will retrieve the animal from the Contractor.

## **6. Contractor Responsibilities**

- a. Contractor shall follow the mandates of the California Veterinary Medicine Practice Act.
- b. Contractor shall report to the Department all deaths of shelter animals that occur under the care and control of the Contractor within five business days by submitting a completed report.
- c. Surgery can be deferred and Contractor shall re-schedule the sterilization, or reject the animal for sterilization if deemed unfit or unhealthy by Contractor. For adopted animals being delivered to the Contractor for sterilization surgery, if surgery is deferred, the Contractor shall bring the animal to the shelter for medical staff to issue a medical deferment ("D300"). The Contractor cannot release the animal to the adopter.
- d. Contractor shall make reasonable efforts to ensure that the person named on the Coupon/Certificate or AFE is the same person requesting the services, and that the Coupon/Certificate or AFE has not been transferred.
- e. Contractor has a duty to check, within reason, that no more than three Coupon/Certificates or AFEs have been issued for more than three cats or three dogs to any one person or address, and notify the Department of any irregularities.
- f. Contractor shall make reasonable efforts to report any abuse, fraud or suspected abuse or fraud by pet owners.

## **7. Billing and Record Keeping**

- a. Upon completion of sterilization, Contractor shall bill the Department for services rendered by using the Department's online "Vet Portal" system available at [anivet.lacity.org](http://anivet.lacity.org). Instructions for the Vet Portal can be located on the website under the "Help" Tab. Contact the Accounting Section of Department for further assistance.
- b. To ensure timely payment, the Contractor must follow the procedures below:
  - i. Enter the \$30 discount coupon/\$70 free certificate and/or Authority For Expenditures (AFE) into the Vet Portal. The processing of these invoices into the Vet Portal must be completed and submitted online by the 10<sup>th</sup> of each month. This is to ensure payment for the previous month's surgeries.
  - ii. Submit the original invoices to the Department by the 10<sup>th</sup> of each month

- iii. Place the \$30 discount coupon/\$70 free certificate and/or AFEs (\$60, \$68, \$65, \$110, \$118) in numerical order by the S/N Voucher number, e.g., F11-0000.
- iv. Place the Discount Coupon/Free Certificate (\$30, \$70) in numerical order by the S/N Voucher number, e.g., F11-0000.
- v. Maintain photocopies of the original documents in the event an original document cannot be located.

Note: Do not use the Department's prepaid envelopes to submit invoices. Payment will be delayed by using these envelopes inasmuch as these are for a different program.

- c. The required sections of the Voucher and/or AFE shall be completed by Contractor and mailed to: Attn: Accounting Section, Department of Animal Services, 200 North Spring Street 19<sup>th</sup> Floor, and Los Angeles CA 90012. The \$30 discount coupon/\$70 free certificate or AFEs submitted without surgery date, veterinarian's name and address and signature will be returned for completion.
- d. Billing must be submitted within 60 days after sterilization services or they will not be honored by the Department. Billings received after the 10<sup>th</sup> of each month will be processed the following month.
- e. The \$30 discount coupon/\$70 free certificate and/or AFEs have no face value until the Contractor completes the work, certifies by signature that the work is completed, and requests payment in the manner prescribed by the Department.
- f. Original \$30 discount coupon/\$70 free certificate and/or AFEs for surgeries performed by Contractor shall be mailed to the Department of Animal Services. A photocopy of the \$30 discount coupon/\$70 free certificate and/or AFEs shall be retained on file at Contractor's facility for a minimum of three (3) years. Signed, completed \$30 discount coupon/\$70 free certificate and/or AFEs shall serve as proof of each service performed and billed to Department.
- g. All payments are subject to the review and approval of Contractor's full documentation and work performance by the Department.
- h. Department will make all reasonable efforts to pay Contractor each month for services rendered in the previous month as long as original invoices and supporting documentation are received on time as indicated herein.

#### **SPAY/NEUTER PROGRAMS: DISCOUNT COUPONS, FREE CERTIFICATES AND AUTHORITY FOR EXPENDITURES**

Contractor shall participate in all Department Spay and Neuter Programs of spaying and neutering dogs and cats eight weeks of age or older or two (2) lbs or heavier, by accepting Department discount coupons and free certificates or Authority For Expenditure to perform spay and neuter surgeries on dogs and cats brought in by residents. The Department will reimburse the Contractor the face value of said coupons, certificates, and Authority For Expenditures as indicated above.

**The Pre-Release S/N Program** is for dogs and cats adopted from the Department and transported by the Department staff to the Contractor for surgery along with the AFE

and are picked up from the Contractor by the owner at the designated time set forth by the Contractor. Surgery arrangements are made between Contractor and Shelter based upon number of animals available for sterilization and hours of drop-off to the Contractor's facility.

**The Post-Release S/N Program** is for dogs and cats adopted from the Department that cannot be sent directly for sterilization. The animals are brought to the Contractor by the owner for surgery. The AFE is surrendered by the owner to the Contractor at the time of surgery.

**The Pre-Adoption S/N Program** is for animals that are being sterilized for special events. The animals are brought to the Contractor by Department staff along with the AFE and picked up on the same or following day after the surgery in accordance with the arrangement made between Contractor and Shelter. Surgery arrangements are made between Contractor and Shelter based upon number of animals available for sterilization and hours of drop-off to the Contractor's facility.

**The Rabbit S/N Program** is for rabbits that are adopted from the Department and brought to the Contractor by Department staff along with the AFE and picked up by the owner at the designated time set forth by the Contractor. Surgery arrangements are made between Contractor and Shelter based upon number of animals available for sterilization and hours of drop-off to the Contractor's facility.

**The Discount Coupon S/N Program** is for owned dogs and cats and has a value of \$30. Discount Coupons may be used to cover partial cost of sterilization off the Contractor's regular cost of sterilization. **The Discount Coupon is for pet owners only—feral cats do not qualify for the programs.**

**The Free Certificate S/N Program** is for owned dogs and cats and has a value of \$70. The Free Certificate covers the full cost of sterilization. There shall be no co-payment or additional fees for sterilization, uterine infections, pregnant and in-estrus animals, animals with retained testicle(s), or animals weighing more than 50 pounds. **The Free Certificate is for pet owners only—feral cats do not qualify for this program. At the time of this Agreement is signed. The Department may remove this restrictions as allowed by law in the future.**

#### **K. Code of Ethics**

The Contractor shall abide by the following Code of Ethics in providing services under this Agreement.

1. General: The Contractor shall perform services in an ethical and lawful manner. The Contractor shall not utilize medical or surgical techniques that are not approved by the American Veterinary Medical Association (AVMA) nor perform any services that the City has not authorized.
2. Communication Guidelines: Communication with the public shall be conducted in a positive, courteous manner.
3. Harassment or Abuse: The Contractor's personnel shall not engage in any conduct which would harass, oppress, or abuse any animal owner, Department staff member, or volunteer in connection with the services provided.

4. False or Misleading Representations: The Contractor's personnel shall not use any false, deceptive, or misleading representation with regards to the services provided.
5. Treatment of the Public: Contractor's personnel shall at all times treat the public with the utmost courtesy.

**L. Quality Control**

**1. Contractor Employee Acceptability**

The Contractor shall, upon reasonable request of the Department, immediately remove and replace any of its employees who violate the terms and conditions of this Agreement.

**2. Quality Control Plan**

The Contractor shall establish and maintain a Quality Control Plan to assure that the requirements of this agreement are met. Elements may include but are not limited to: number of sterilizations performed by animal, by type of sterilizations and by size of animal; number and type of other services performed; number of emergencies by animal by type of emergency; and, number of animals sent to private veterinarians for emergencies. A copy shall be provided to the Department for review and approvals on this agreement start date and as changes occur.

**3. Quality Assurance**

The Department will evaluate the Contractor's performance using such procedures as may be necessary to ascertain Contractor compliance with this Agreement including, but not limited to on-site inspections, photographing interior of the Clinic, and written reports by Department veterinary or contract administration staff; qualified outside inspectors may also be used. The Contractor shall be required to immediately correct all deficiencies found by the Department.

**4. Performance Evaluation**

The Contractor shall meet with the Department Contract Administrator quarterly, or as otherwise agreed, to discuss the Contractor's operations and assess the Contractor's capacity to provide the required services for the Department, to discuss the services provided, and other matters of mutual interest.

**5. Audits**

City reserves the right to audit performance of Contractor pursuant to the terms of this Agreement and of a time and frequency at the sole discretion of City. Should City determine Contractor's performance, including Contractor's ability to utilize funds provided under this Agreement, does not meet expectations of the City as stipulated in Agreement, City reserves the right to renegotiate terms of this Agreement including but not limited to level of services provided by Contractor to City and/or maximum payment amount allocated to Contractor. City also reserves the right to terminate this Agreement, based on its findings resulting from audits, by providing thirty (30) days written notice to Contractor.

**6. Adequate Stock**

Contractor shall maintain an adequate stock of all supplies and materials required for the performance of services, such as drugs, medical supplies, general office maintenance supplies, and clerical supplies, so that services are not unreasonably impacted by a lack of supplies.

## **7. Reporting Requirements**

The Contractor shall provide to the Department monthly reports by the 10th day after the end of the month that summarizes the services provided by the Contractor. The information should include but not be limited to, the number of surgeries performed daily on dogs, cats, and rabbits, including the following:

- a. Selected for adoption by a member of the public prior to spay or neuter procedure.
- b. The number of surgical complications (including unexpected or unintended animal deaths) reported each month and how each case was resolved.

Reports are to be submitted along with the monthly invoices.

## **8. Reporting of Animal Deaths**

The Contractor shall report to the Department all deaths of animals under the care and control of the Contractor, within five business days of the death.

## **9. Termination**

Either the City or the Contractor may terminate this Agreement prior to its expiration, for any reason or no reason, at any time by providing the other party with one-hundred eighty (180) days written notice thereof.

## **10. Insurance – Notice of Cancellation**

All required insurance will be maintained in full force for the duration of Contractor's business with the City. Contractor shall provide at least thirty (30) days' prior written notice directly to the City if it anticipates or receives notice that any required insurance policy will be cancelled or materially reduced, for any reason except impairment of an aggregate limit due to prior claims.

## **Section VIII. Incorporation of Attachments**

The following Exhibits are hereby incorporated into and made a part of this Agreement, collectively as Exhibit C:

The Contractor shall comply with the City's contracting requirements. These include:

- Affirmative Action
- Equal Benefits Ordinance
- First Source Hiring
- Non-discrimination/EEO
- Slavery Disclosure

After award of the Agreement, and prior to execution, the Contractor shall complete and submit the following (forms to be provided to the selected Contractor):

- Living Wage documents
- Contractor Responsibility Ordinance
- City Ethics Commission Forms 50, 55, 56
- Iran Contracting Act Form
- Child Support, ADA, Non-Collusion Compliance Forms

The following must be submitted to the Department before contract execution:

- Copy of Los Angeles Business Tax Registration Certificate (BTRC)
- Form W-9
- Proof of Insurance, subject to City approval

### **Section IX. Order of Precedence**

In the event of any inconsistency between the provisions of this Agreement and/or the Exhibits, the inconsistency shall be resolved by giving precedence in the following order:

- This Agreement
- License to Use the Premises of Animal Spay and Neuter Clinic – Exhibit A
- City Standard Provisions for City Contracts (Rev 03/09) – Exhibit B
- Section VIII attachments – Exhibit C
- RFP
- Contractor's response to the RFP

### **Section X. Entire Agreement**

This Agreement, including Exhibits A through C, constitutes the full and complete understanding between the parties. The Exhibits are as follows:

Exhibit A – License to Use the Premises of Animal Spay and Neuter Clinic

Exhibit B – City Standard Provisions of City Contracts (Rev 03/09)

Exhibit C – Section VIII attachments

This Agreement is executed in three (3) duplicate originals, each of which is deemed to be an original.

**IN WITNESS THEREOF**, the parties hereto have caused this Agreement to be executed by their respective duly authorized representatives.

**The City of Los Angeles,  
Department of Animal Services**

By \_\_\_\_\_  
Brenda F. Barnette, General Manager

Date: \_\_\_\_\_

**The City of Los Angeles,  
Department of General Services**

By \_\_\_\_\_  
Tony M. Royster, General Manager

Date: \_\_\_\_\_

**APPROVED AS TO FORM:  
MICHAEL N. FEUER, City Attorney**

By \_\_\_\_\_  
Dov S. Lesel, Assistant City Attorney

Date \_\_\_\_\_

**ATTEST:  
HOLLY WOLCOTT, City Clerk**

By \_\_\_\_\_  
Deputy City Clerk

Date \_\_\_\_\_

**CONTRACTOR – «CONTRACTOR»**

By \_\_\_\_\_

Date \_\_\_\_\_

*(second signature required of corporations)*

By \_\_\_\_\_

Date \_\_\_\_\_

Los Angeles City Business Tax License Number \_\_\_\_\_

IRS Taxpayer Identification Number \_\_\_\_\_

City Agreement Number \_\_\_\_\_

**BOARD OF  
ANIMAL SERVICES  
COMMISSIONERS**

DAVID ZAFT  
PRESIDENT

LARRY GROSS  
VICE PRESIDENT

COMMISSIONERS

OLIVIA E. GARCÍA

ROGER WOLFSON

ALANA YAÑEZ

**City of Los Angeles**

CALIFORNIA



**ERIC GARCETTI**  
MAYOR

**DEPARTMENT OF  
ANIMAL SERVICES**  
221 North Figueroa Street  
Suite #600  
Los Angeles, CA 90012

(888) 452-7381  
FAX (213) 482-9511

**BRENDA F. BARNETTE**  
GENERAL MANAGER

**DANA H. BROWN**  
ASSISTANT GENERAL MANAGER

**DR. JEREMY PRUPAS**  
CHIEF VETERINARIAN

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

**MEETING DATE:** March 22, 2016

**PREPARED BY:** Brenda Barnette

**REPORT DATE:** March 16, 2016

**TITLE:** General Manager

**SUBJECT: ADD HORSES TO NEW HOPE PARTNER PROGRAM**

**BOARD ACTIONS RECOMMENDED:**

**APPROVE** the inclusion of horses in the New Hope Program to allow fee waived adoptions for New Hope Partners (license fees still apply) on an available horse from a City shelter after the horse has completed any required holding period.

**BACKGROUND:**

The Department of Animal Services impounds horses that have been rescued, abandoned, seized (evidence) or owner surrendered. Over the past three years, the Department has impounded 63 horses; 31 in 2013, 17 in 2014 and 15 in 2015. The outcomes for these horses are as follows:

Adopted = 24  
Body Disposition = 6 (impounded deceased)  
Euthanized = 16  
Redeemed = 4  
Released = 12  
New Hope adoption = 1

The fee to adopt a horse is \$325 and Los Angeles City residents must also pay a \$14 license fee. The same fees apply to an owner who is redeeming their horse and, currently, a New Hope Partner also pays the same fees.

When a horse is impounded and requires veterinary care, the Department must contact a City approved equine veterinarian. The minimum fee for service is \$150 and often exceeds that amount depending on the procedure and follow-up care. Special diets and extra feeding are often required as well and shelters must purchase the feed from local vendors, as these types of feed are not kept "in stock."

A high percentage of the horses impounded (53 of the 63 impounds) require veterinary care and

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often have conditions which are long term or permanent, making adoption options very limited. Shelters reach out to rescues to help place these horses; however, the adoption fees of \$325 are prohibitive when the rescue will also have to spend time and money rehabilitating the horses and most will not be adoptable. In the past, each time a rescue has shown an interest in a difficult to place horse, the General Manager has had to review the case and approve the fees to be waived.

New Hope Partners that are an approved horse rescue will be allowed to handle the horse and perform basic ground work to assess the condition and behavior of the horse. No riding or saddling will be allowed.

**FISCAL IMPACT:**

It is expected that the loss in revenue will be negligible given the cost to maintain and/or euthanize a horse.

Boarding costs for one horse in a private barn range from \$400 to \$600 per month not including medical care and supplements. Many of the horses that come into our shelters are very underweight and require extra feeding and expensive supplements. Equine veterinary care visits are \$150 plus any service provided. During the past two years, the Department has paid \$250 to \$740 to euthanize a horse. During 2014-15, the Department paid \$7,045 in medical fees for horses in our care. During the first half of 2015-16, the Department paid \$4,185 in medical fees for horses in our care. Averaging the veterinary bills over the past eighteen months, the Department is paying over \$430 per horse in medical expenses alone.

Making Horses available to New Hope Partners at no fee will allow the rescues to take the horses as soon as they are available saving the Department care, veterinary costs and feed bills.

Approved:

Brenda Barnette

**Brenda Barnette, General Manager**

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**BOARD ACTION:**

_____ Passed	Disapproved _____
_____ Passed with noted modifications	Continued _____
_____ Tabled	New Date _____

**DEPARTMENT OF ANIMAL SERVICES**  
**STATEMENT OF REVENUE AND EXPENSES**  
**FUND 842- ANIMAL STERILIZATION FUND (ASF-06005A)**  
For the period July 1, 2015 to Feb 29, 2016

	July 1 -Jan 31, 2016	Feb 1-29, 2016	(A + B = C)
	YTD Revenue (A)	Current Month (B)	Total (C)
<b>Revenue</b>			
Spay and Neuter Fees (\$7 for sterilized; \$2 for intact)	\$497,938.47	\$81,458.09	\$579,396.56
Donations & Contributions	35,077.50	6,376.50	\$41,454.00
General Fund Subsidy (\$546,000 total for 2014-15)	291,675.00	41,665.00	\$333,340.00
<b>Total Revenue</b>	<b>\$824,690.97</b>	<b>\$129,499.59</b>	<b>\$954,190.56</b>
	YTD Expenses (A)	Current Month (B)	Total (C)
<b>Expenses/Encumbrances</b>			
Spay and Neuter Program	\$627,477.30	\$108,328.60	\$735,805.90
Transfer to General Fund (for administrative support of the s/n program)			\$0.00
<b>Total Expense</b>	<b>\$627,477.30</b>	<b>\$108,328.60</b>	<b>\$735,805.90</b>
<b>Net Income (Loss)</b>	<b>\$197,213.67</b>	<b>\$21,170.99</b>	<b>\$218,384.66</b>
Cash Balance, beginning , 02/01/2016			\$4,971,718.67
Cash Balance, end, 02/29/2016			<b>\$5,004,395.66</b>
Dog/Cat Spay & Neuter Deposits	\$61,180.50	(\$544.00)	\$60,636.50
Pet Adoption Deposit	\$1,699,219.91	\$10,480.00	\$1,709,699.91
ASPCA Grant <sup>1</sup>	\$0.00		\$0.00
ASPCA Grant 3A <sup>3</sup>	\$0.00		\$0.00
Fund Balance Residual Encumbrance <sup>2</sup>	\$396,796.19	\$22,740.99	\$419,537.18
Unrestricted & Undesignated Fund Balance	\$2,146,010.80		\$2,146,010.80
Residual Equity Transfer <sup>4</sup>	\$668,511.27		\$668,511.27
<b>Total</b>	<b>\$4,971,718.67</b>	<b>\$32,676.99</b>	<b>\$5,004,395.66</b>

<sup>1</sup> Represents ASPCA grant received to pay for New Hope adoption fees

<sup>2</sup> Represents net spendable and available funds in the current year

<sup>3</sup> Represents ASPCA Grant 3A received to pay for New Hope adoption fees for 8,200 adoption pulls @\$40/pull=\$328,000

<sup>4</sup> Fund 543 (\$668,137.27) and Fund 841 (\$374) were closed. Proceeds went to Animal Sterilization Fund.

**DEPARTMENT OF ANIMAL SERVICES**  
**SCHEDULE OF DONATIONS & CONTRIBUTIONS**  
**FUND 842- ANIMAL STERILIZATION FUND (ASF-06005A)**  
For the period July 1, 2015 to Feb 29, 2016

	July 1 -Jan 31, 2016	Feb 1-29, 2016	(A + B = C)
	YTD Revenue (A)	Current Month (B)	Total (C)
<b>Donations &amp; Contributions</b>			
Donations via direct solicitation	13.00		13.00
Donation -- Big Fix	3,433.50	1,005.00	4,438.50
Donations -- \$250 and below	27,997.00	5,231.50	33,228.50
California Community Foundation -- Nellie Rhode Trust	0.00		0.00
Grant-ASPCA <sup>2</sup> -New Hope Adoption	0.00		0.00
Grant-ASPCA 3A-New Hope Adoption	0.00		0.00
Online Donations	3,634.00	140.00	3,774.00
<b>Total Donations &amp; Contributions</b>	<b>35,077.50</b>	<b>6,376.50</b>	<b>41,454.00</b>

**DEPARTMENT OF ANIMAL SERVICES**  
**SCHEDULE OF SPAY AND NEUTER PAYMENTS BY PROGRAM**  
Residual encumbrance (APPR 06005A) and Pet Adoption Deposit (BSA 2228)  
For the period July 1, 2015 to Feb 29, 2016

	July 1 -Jan 31, 2016	Feb 1-29, 2016	TOTAL
<b>\$30/\$70 Voucher Coupons (ASF)</b>			
Contractual			
ASPCA	\$52,880.00	\$5,150.00	\$58,030.00
SNP LA -EV	\$24,890.00	\$6,010.00	\$30,900.00
SNP LA -HARBOR	\$12,900.00	\$1,640.00	\$14,540.00
VALUE VET	\$8,460.00	\$850.00	\$9,310.00
SPAY4LA		\$3,900.00	\$3,900.00
Non-Contractual	\$57,400.00	\$14,820.00	\$72,220.00
<b>Total \$30/\$70 Voucher Coupons</b>	<b>\$156,530.00</b>	<b>\$32,370.00</b>	<b>\$188,900.00</b>
<b>Adoption Vouchers (ASF &amp; PAD)</b>			
Contractual			
ASPCA	\$58,387.00	\$5,975.00	\$64,362.00
SNP LA -EV	\$81,253.80	\$9,414.00	\$90,667.80
SNP LA -HARBOR	\$72,947.70	\$10,083.60	\$83,031.30
VALUE VET	\$113,564.00	\$9,118.00	\$122,682.00
SPAY4LA		\$256.00	\$256.00
Non-Contractual	\$240,684.00	\$56,217.00	\$296,901.00
<b>Total Adoption Vouchers</b>	<b>\$566,836.50</b>	<b>\$91,063.60</b>	<b>\$657,900.10</b>
<b>Mobile Van Spay &amp; Neuter Spay (ASF)</b>			
Amanda Foundation	\$134,255.00	\$35,245.00	\$169,500.00
Lucy Pet Foundation		\$9,985.00	\$9,985.00
SPAY4LA	\$107,660.00		\$107,660.00
<b>Total Mobile Van Spay &amp; Neuter</b>	<b>\$241,915.00</b>	<b>\$45,230.00</b>	<b>\$287,145.00</b>
<b>GRAND TOTAL SPAY AND NEUTER EXPENSES(ASF/PAD)</b>	<b>\$965,281.50</b>	<b>\$168,663.60</b>	<b>\$1,133,945.10</b>

**DEPARTMENT OF ANIMAL SERVICES**  
**SCHEDULE OF SPAY AND NEUTER EXPENSES**  
**FUND 842- ANIMAL STERILIZATION FUND (ASF 06005A)**  
**For the period July 1, 2015 to Feb 29, 2016**

	July 1 -Jan 31, 2016	Feb 1-29, 2016	(A + B = C)
Amanda Foundation (\$500,000 mobile spay/neuter contract-116573)	\$134,255.00	\$32,300.00	\$166,555.00
ASPCA (\$500,000 contract for SLA clinic-123811)	\$31,947.00	(\$115.00)	\$31,832.00
Lucy Pet Foundation (\$500,000 mobile spay/neuter contract-126900)		\$9,985.00	\$9,985.00
SPAY4LA( \$500,000 mobile spay/neuter contract-125233)	\$107,660.00	\$4,156.00	\$111,816.00
SNP LA ( \$500,000 contract for Harbor s/n clinic-125639)	\$59,527.70	\$10,123.60	\$69,651.30
SNP LA ( \$500,000 contracts for East Valley s/n clinic-117333)	\$29,762.60	\$6,624.00	\$36,386.60
Value Vet (\$500,000 contract for WLA s/n clinic-125775)	\$83,732.00	\$4,848.00	\$88,580.00
Other participating vets	\$180,593.00	\$40,407.00	\$221,000.00
<b>Total S/N Program(ASF)</b>	<b>\$627,477.30</b>	<b>\$108,328.60</b>	<b>\$735,805.90</b>

**DEPARTMENT OF ANIMAL SERVICES**  
**SCHEDULE OF SPAY AND NEUTER EXPENSES**  
**FUND 842- ANIMAL STERILIZATION FUND (APPR 06005A)**  
**For the period July 1, 2015 to Feb 29, 2016**

	July 1 -Jan 31, 2016	Feb 1-29, 2016	(A + B = C)
	YTD Revenue (A)	Current Month (B)	Total (C)
<b><u>OTHER PARTICIPATING VETS</u></b>			
All Pets Medical Center -William Martin	\$4,655.00		\$4,655.00
Aloso Pet Clinic -Suresh V. Dogra DVM Inc.	\$3,600.00	\$1,104.00	\$4,704.00
Angeles Vista Pet Clinic - John D. Hardy	\$350.00		\$350.00
Angelus Pet Hospital -Ahmed A. Khalek	\$19,102.00	\$380.00	\$19,482.00
Animal Health Care Ctr -Lisa Hsuan Inc.	\$58.00		\$58.00
Animal Hospital LA Inc.	\$1,440.00		\$1,440.00
Animal Rescue Center -Sis Inc.	\$17,066.00	\$2,618.00	\$19,684.00
Avenue 26 Small Animal Hospital	\$0.00		\$0.00
Center Sinai Animal Hospital -Barlin Inc.	\$1,022.00		\$1,022.00
Community Vet Hospital -Delora Lauver/Edward James Lauver	\$23,985.00	\$3,413.00	\$27,398.00
Cozycroft Pet Hospital - Steve Haerther DVM Inc.	\$3,176.00	\$1,984.00	\$5,160.00
Devonshire Animal Hospital	\$0.00		\$0.00
Dog & Cat S/N Clinic -MK Veterinary Corporation	\$0.00		\$0.00
Eagle Glen Veterinary Clinic	\$660.00	\$100.00	\$760.00
Fixnation, Inc	\$6,096.00	\$1,906.00	\$8,002.00
Gateway Animal Hospital	\$4,346.00	\$2,256.00	\$6,602.00
Green Dog & Cat Hospital -Dina N. Bahl	\$140.00	\$60.00	\$200.00
Highland Park Animal Hospital	\$360.00	\$150.00	\$510.00
Highland Veterinary Hospital	\$30.00		\$30.00
Holiday Humane Society	\$1,910.00		\$1,910.00
JP Pet Clinic Inc.	\$884.00		\$884.00
Kinder4Rescue	\$5,500.00	\$340.00	\$5,840.00
LA Central Animal Hospital	\$2,710.00	\$568.00	\$3,278.00
Mar Vista Animal Med Ctr -Wendy C Brooks	\$900.00		\$900.00
MK Veterinary Clinic	\$630.00	\$390.00	\$1,020.00
N. Valley Vet Clinic -Todd A. Bender	\$0.00		\$0.00
North Figueroa Animal Hospital	\$45,408.00	\$11,864.00	\$57,272.00
Northridge Animal Med Ctr -Marco Pet Care Inc	\$3,734.00	\$1,314.00	\$5,048.00
Peninsula Pet Clinic Inc	\$266.00		\$266.00
Pet Care Veterinary Center	\$808.00	\$1,000.00	\$1,808.00
Porter Pet Hospital	\$2,276.00	\$1,338.00	\$3,614.00
Pruno Vet Enterprises	\$30.00		\$30.00
Roxford Veterinary Clinic - Teresa Long	\$70.00		\$70.00
Shadow Hills Pet Clinic - Satich K. Mohan	\$0.00		\$0.00
South Shores Pet Clinic of San Pedro	\$3,478.00	\$458.00	\$3,936.00
Spay and Neuter of Los Angeles-Pico	\$366.00	\$156.00	\$522.00
Spay4LA	\$0.00		\$0.00
Taub Veterinary Services, Inc.	\$0.00		\$0.00
Valley Animal Hospital of Van Nuys	\$1,094.00	\$230.00	\$1,324.00
Value Vet., Inc.-Canoga Park	\$15,470.00	\$8,578.00	\$24,048.00
Warren Animal Hospital -Marsan Inc.	\$8,265.00		\$8,265.00
Westchester Vet Center -Henry K Yoo	\$0.00		\$0.00
Westside Cat Practice -Thomas H. Elston	\$708.00	\$200.00	\$908.00
<b>Total Other Participating Vets</b>	<b>\$180,593.00</b>	<b>\$40,407.00</b>	<b>\$221,000.00</b>

**DEPARTMENT OF ANIMAL SERVICES**  
**STATEMENT OF REVENUE AND EXPENSES**  
**Fund 859 - ANIMAL WELFARE TRUST FUND (AWTF)**  
**For the period July 1, 2015 to Feb 29, 2016**

	July 1-Jan 31, 2016	Feb 1-29, 2016	(A + B = C)
<b>Revenue</b>	<b>Yr-to-Date (A)</b>	<b>Curr Mo (B)</b>	<b>Total (A + B = C)</b>
Interest Income	\$10,387.92	\$621.25	\$11,009.17
Donations & Contributions	\$831,723.38	\$52,976.69	\$884,700.07
<b>TOTAL REVENUE</b>	<b>\$842,111.30</b>	<b>\$53,597.94</b>	<b>\$895,709.24</b>
<b>Expenses</b>			
ASPCA -Pitbulls/Chihuahua Incentive Program - Angel City Pitbulls	\$500.00		\$500.00
Advertisement-CBS Radio/Media Planet	\$20,000.00		\$20,000.00
Elephant Vet-Ryan Folse		\$3,675.00	\$3,675.00
Milk Powder for young litters	\$34,671.21		\$34,671.21
Shelter Security Cameras - RD Systems	\$203,814.65		\$203,814.65
K9W8 Scale-Shor-line	\$946.53		\$946.53
Rabbit/Cat Cages	\$5,337.78		\$5,337.78
Lease/Whistles for Animal PlayGroups	\$1,361.80		\$1,361.80
Digital Cameras	\$4,286.97	\$4,102.54	\$8,389.51
Animal Playgroups-Leather/Bamboo sticks-Alderhoist		\$1,392.80	\$1,392.80
SMART/Field Equipment	\$18,555.74		\$18,555.74
Trainings-CSU/State Humane		\$1,790.00	\$1,790.00
GSD (pays for Council approved alteraltions/improvements)	\$497.88		\$497.88
<b>TOTAL EXPENSES</b>	<b>\$289,972.56</b>	<b>\$10,960.34</b>	<b>\$300,932.90</b>
<b>Net Income (Loss):</b>	<b>\$552,138.74</b>	<b>\$42,637.60</b>	<b>\$594,776.34</b>

**DEPARTMENT OF ANIMAL SERVICES**  
**Schedule of Donations and Contributions by Program**  
**Fund 859 - ANIMAL WELFARE TRUST FUND (AWTF)**  
**For the period July 1, 2015 to Feb 29, 2016**

	July 1-Jan 31, 2016	Feb 1-29, 2016	(A + B = C)
<b>Donations &amp; Contributions</b>	<b>YTD Rev (A)</b>	<b>Curr Mo (B)</b>	<b>Total (A + B + C)</b>
Donations -- Community Assistance Fund	\$1.00	\$8,168.06	\$8,169.06
Donations -- <b>Special Treatment And Recovery (STAR)</b>	\$3,278.50	\$1,991.50	\$5,270.00
Donations -- Kennel Plaque Sponsorship	\$4,500.00	\$300.00	\$4,800.00
Donations -- Foster	\$0.00		\$0.00
Donation-via Direct AWTF Solicitation	\$384.00	\$30.00	\$414.00
Donation-via Direct STAR Solicitation	\$710.00	\$10.00	\$720.00
Donations - Grants/Trusts			
Grant - ASPCA <sup>3</sup> (New Hope Adoption/Microchips)	\$0.00		\$0.00
Grant - ASPCA <sup>S</sup> (Public Adoptions)	\$400,000.00		\$400,000.00
The Northern Trust-Johnston Administrative Trust	\$0.00		\$0.00
Jimmy Mitchell Estate	\$133,333.40		\$133,333.40
Donations AWTF (\$300 and below)	\$271,325.48	\$40,293.13	\$311,618.61
Online Donations			
Animal Welfare	\$7,979.00	\$1,653.00	\$9,632.00
S.T.A.R	\$10,212.00	\$531.00	\$10,743.00
<b>TOTAL DONATIONS</b>	<b>\$831,723.38</b>	<b>\$52,976.69</b>	<b>\$884,700.07</b>
<b>Cash Balance, beginning 2/01/16</b>			<b>\$2,554,398.22</b>
<b>Cash Balance, end 2/29/16</b>			<b>\$2,596,729.17</b>

**DEPARTMENT OF ANIMAL SERVICES  
SCHEDULE OF DONATIONS AND CONTRIBUTIONS  
Fund 859 - ANIMAL WELFARE TRUST FUND (AWTF)**

For the period July 1, 2015 to Feb 29, 2016

	Beg Balance Yr-to-Date (A)	Feb 1-29, 2016 Curr Mo (B)	(A + B = C) Total (A + B = C)
<b>UNRESTRICTED DONATIONS</b>			
AVAILABLE	\$1,219,427.74	\$22,444.45	\$1,241,872.19
RESTITUTION FOR ANIMAL CRUELTY	\$18,389.08	\$400.00	\$18,789.08
COMMUNITY ASSISTANCE FUND	\$1,625.50	\$8,168.06	\$9,793.56
AWARDS & REFRESHMENTS	\$433.00		\$433.00
VENDING SALES	\$1,697.57		\$1,697.57
<b>TOTAL UNRESTRICTED DONATIONS</b>	<b>\$1,241,572.89</b>	<b>\$31,012.51</b>	<b>\$1,272,585.40</b>
<b>RESTRICTED DONATIONS</b>			
WEST VALLEY SHELTER (Shelter maintenance)	\$47,408.87	\$1,654.70	\$49,063.57
HARBOR SHELTER "	\$36,159.39	\$2,110.00	\$38,269.39
NORTH CENTRAL SHELTER "	\$46,978.45	\$1,012.00	\$47,990.45
SOUTH LA SHELTER "	\$28,360.23	\$797.00	\$29,157.23
EAST VALLEY SHELTER "	\$62,039.41	\$262.14	\$62,301.55
WEST LA SHELTER "	\$79,006.81	\$2,751.50	\$81,758.31
<b>ON-LINE DONATIONS</b>			
SPECIAL TREATMENT AND RECOVERY (S.T.A.R.) PROGRAM	\$36,047.00	\$531.00	\$36,578.00
<b>CHAMELEON DONATIONS</b>			
S.T.A.R. PROGRAM	\$42,021.36	\$1,900.00	\$43,921.36
FOSTER PROGRAM	\$6,094.87		\$6,094.87
KENNEL PLAQUE SPONSORSHIP	\$41,021.92	\$300.00	\$41,321.92
PUBLIC EDUCATION	\$1,500.00		\$1,500.00
SPECIALIZED MOBILE ANIMAL RESCUE TEAM (S.M.A.R.T.)	\$1,227.41		\$1,227.41
<b>BEST FRIENDS ANIMAL SOCIETY</b>			
Restricted to promote adoptions	\$50,744.00		\$50,744.00
Restricted to adoption ad campaign	\$10,000.00		\$10,000.00
<b>CEQA RELATIVE TO PROPOSED "CAT PROGRAM"</b>			
Best Friends Animal Society	\$0.00		\$0.00
Found Animals	\$0.00		\$0.00
California Community Foundation	\$0.00		\$0.00
ASPCA	\$0.00		\$0.00
<b>ASPCA</b>			
ASPCA GRANT 1 -(CARROLL PETRIE) - pays for pitbulls/chihuahua adoptions	\$0.00		\$0.00
ASPCA GRANT 3B -NEW HOPE Microchips (8,200 pulls @ \$10/microchip)	\$0.00		\$0.00
ASPCA GRANT S3-PUBLIC ADOPTIONS	\$400,000.00		\$400,000.00
<b>GENERAL SERVICES DEPARTMENT</b>	\$4,356.87		\$4,356.87
<b>TOTAL RESTRICTED DONATIONS</b>	<b>\$892,966.59</b>	<b>\$11,318.34</b>	<b>\$904,284.93</b>
<b>UNRESTRICTED ESTATE/TRUST DONATIONS</b>			
ROBERT EMERSON ESTATE	\$10,228.24	\$0.00	\$10,228.24
LIZ DOUGLAS ESTATE	\$10,000.00	\$0.00	\$10,000.00
JIMMY MITCHELL ESTATE	\$133,333.40		\$133,333.40
NORTHERN TRUST COMPANY-Johnston administrative Trust	\$22,629.31	\$0.00	\$22,629.31
<b>TOTAL UNRESTRICTED ESTATE DONATIONS</b>	<b>\$176,190.95</b>	<b>\$0.00</b>	<b>\$176,190.95</b>
<b>RESTRICTED ESTATE DONATIONS</b>			
MARIE TYNER ESTATE (Maintenance of West Valley shelter)	\$43,242.23	\$0.00	\$43,242.23
AGNES WOOD ESTATE (Maintenance of North Central shelter)	\$112,813.67	\$0.00	\$112,813.67
L.C. MIRABILE ESTATE (Maintenance of SLA shelter)	\$4,316.26	\$0.00	\$4,316.26
SHUSTER/CUNARD ESTATE (Maintenance of East Valley shelter)	\$55,165.68	\$0.00	\$55,165.68
AMELIA PARKER ESTATE (Shelter renovations)	\$7,130.05	\$0.00	\$7,130.05
J.S. ROGERS FOUNDATION S.T.A.R.	16,000.00	\$0.00	\$16,000.00
M.L. PORT LIVING TRUST (Maintenance of WLA shelter)	\$5,000.00	\$0.00	\$5,000.00
<b>TOTAL RESTRICTED ESTATE DONATIONS</b>	<b>\$243,667.89</b>	<b>\$0.00</b>	<b>\$243,667.89</b>
<b>TOTAL ESTATE DONATIONS</b>	<b>\$419,858.84</b>	<b>\$0.00</b>	<b>\$419,858.84</b>
<b>TOTAL DONATIONS AND CONTRIBUTIONS</b>	<b>\$2,554,398.32</b>	<b>\$42,330.85</b>	<b>\$2,596,729.17</b>

LA Animal Services Woof Stat Report for February 2016

Department Totals - All Animals

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Impounds by Animal Type - All Animals

Cats	614	717	-14%	11,517	12,057	-4%
Dogs	1,747	2,008	-13%	17,327	19,752	-12%
Others	274	303	-10%	2,894	3,399	-15%
Rabbits	55	43	28%	451	622	-27%
Totals	2,690	3,071	-12%	32,189	35,830	-10%

Impounds by Impound Type - All Animals

ACTF/Dsstr/Evid/Pers Prop	121	117	3%	916	1,200	-24%
Owner Surrender	724	820	-12%	7,331	7,562	-3%
Possible Owner	338	359	-6%	3,364	3,439	-2%
Stray	1,369	1,587	-14%	18,751	21,709	-14%
Wildlife	138	188	-27%	1,827	1,920	-5%
Totals	2,690	3,071	-12%	32,189	35,830	-10%

Live/Save for Cats and Dogs

Impounds

Cats	614	717	-14%	11,517	12,057	-4%
Dogs	1,747	2,008	-13%	17,327	19,752	-12%
Totals	2,361	2,725	-13%	28,844	31,809	-9%

Live Releases

Cats	478	500	-4%	7,740	7,028	10%
Dogs	1,569	1,807	-13%	15,017	16,475	-9%
Totals	2,047	2,307	-11%	22,757	23,503	-3%

Live/Save Rates

Cats	77.85%	69.74%	12%	67.21%	58.29%	15%
Dogs	89.81%	89.99%	0%	86.67%	83.41%	4%
Totals	86.70%	84.66%	2%	78.90%	73.89%	7%

Licenses Issued

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
Intact Dogs	111	100	11%	834	902	-8%
Breeder's	56	77	-27%	467	563	-17%
Cat Tag	1	0	100%	7	2	250%
Diplomats	0	0	0%	1	0	100%
Disabled	136	76	79%	896	668	34%
Duplicate	160	160	0%	1,220	1,356	-10%
Equine Lic	123	75	64%	946	737	28%
Equine Lic 2	0	0	0%	10	3	233%
Equine Lic 3	1	1	0%	3	7	-57%
Equine Lic 4	0	0	0%	1	0	100%
Equine Lic 5	4	1	300%	47	52	-10%
Guide Dogs	1	0	100%	1	2	-50%
Humane Grps	101	134	-25%	940	1,551	-39%
Junkyard Intct	1	2	-50%	14	20	-30%
Junkyard Altrd	15	12	25%	109	84	30%
LAPD K9	0	0	0%	1	0	100%
Pending	535	372	44%	3,150	3,053	3%
Restricted	10	0	1000%	59	0	5900%
Sentry	0	0	0%	0	0	0%
Service	0	0	0%	0	0	0%
Signal	1	0	100%	1	3	-67%
Altered Dogs	9,801	7,538	30%	76,995	59,788	29%
Altered Dogs 3 Yrs	357	273	31%	2,416	1,688	43%
Senior	481	436	10%	3,217	2,769	16%
Svc	0	0	0%	0	3	-300%
Svc Blue	12	0	1200%	56	30	87%
Totals	11,907	9,257	29%	91,391	73,281	25%

Spay/Neuter Surgeries by LAAS Vets

Cats	35	89	-61%	1,147	1,217	-6%
Dogs	170	260	-35%	1,503	1,908	-21%
Rabbits	19	1	1800%	120	75	60%
Totals	224	350	-36%	2,770	3,200	-13%

Department Totals

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Cat and Dog Euthanasia

Cats	90	179	-50%	3,998	5,061	-21%
Dogs	127	180	-29%	1,886	2,717	-31%
Totals	217	359	-40%	5,884	7,778	-24%

Cat and Dog Live Releases

Adoptions to the Public	1,094	1,200	-9%	11,944	11,801	1%
Best Friends	215	326	-34%	3,227	3,744	-14%
New Hope Placements	324	386	-16%	3,637	4,191	-13%
Redeemed	371	364	2%	3,697	3,518	5%
Released	43	31	39%	252	249	1%
Totals	2,047	2,307	-11%	22,757	23,503	-3%

Outcomes for All Animals

Adoptions to the Public	1,162	1,297	-10%	12,527	12,541	0%
Best Friends	215	326	-34%	3,227	3,744	-14%
Died/DOA (not euthanized)	188	206	-9%	1,966	2,046	-4%
Euthanized	328	502	-35%	7,112	9,209	-23%
Missing/Stolen/Escaped	4	4	0%	31	57	-46%
New Hope Placements	369	516	-28%	4,424	5,245	-16%
Redeemed	373	366	2%	3,721	3,556	5%
Released	62	50	24%	551	551	0%
Animals Outcomed	2,701	3,267	-17%	33,559	36,949	-9%

Admin Stats

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
CPRA Requests	43	50	-14%	409	405	1%
Hearings Held	37	15	147%	265	109	143%

Spay/Neuter Vouchers Issued / Redeemed

\$30 Vouchers Issued	341	460	-26%	3,055	3,394	-10%
\$70 Vouchers Issued	350	361	-3%	2,359	3,003	-21%
\$30 Vouchers Redeemed	199	300	-34%	2,342	1,933	21%
\$70 Vouchers Redeemed	217	235	-8%	1,960	2,205	-11%

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Volunteers

# of Volunteers	4,863	3,834	27%	n/a	n/a	n/a
# of Volunteer Hrs Worked	4,919	3,667	34%	39,022	35,008	11%
# of Orientations	6	6	0%	48	46	4%
# attended	237	109	117%	931	747	25%

Animals Sent to Foster

Cats	11	7	57%	934	696	34%
Dogs	12	19	-37%	286	207	38%
Others	2	1	100%	8	4	100%
Rabbits	0	0	0%	1	6	-83%
Totals	25	27	-7%	1,229	913	35%

Officer Stats

ACE Citiations	626	0	n/a	2,976	0	n/a
Citations Issued	0	40	-4000%	114	336	-66%
Permits Processed	120	79	52%	814	736	11%
Wildlife Calls	280	396	-29%	2,734	3,336	-18%
Community Presentations	0	0	0%	0	0	0%

Spay/Neuter Surgeries by Contract and LOA Vets

	Feb-16	YTD Fiscal 15/16	Fiscal YTD Goal	% Chng
SNP LA Harbor- max of 10 /Day	122	1,460	1,453	1%
SNP LA EV - max of 10 /Day	198	1,885	1,453	30%
Value Vet WLA min. 20/Day Shelter and Public	94	1,118	2,905	-62%
ASPCA SLA Clinic up to 20/Day	265	3,089	2,905	6%
LOA Vet Hospitals	375	5,021	n/a	n/a
Total	1,054	12,573	8,715	44%

East Valley Shelter

All Animals

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Impounds by Animal Type - All Animals

Cats	158	191	-17%	3,152	3,125	1%
Dogs	449	513	-12%	4,337	4,978	-13%
Others	73	73	0%	862	788	9%
Rabbits	17	9	89%	117	171	-32%
Totals	697	786	-11%	8,468	9,062	-7%

Impounds by Impound Type - All Animals

ACTF/Dsstr/Evid/Pers Prop	15	40	-63%	238	192	24%
Owner Surrender	170	196	-13%	1,766	1,855	-5%
Possible Owner	82	93	-12%	913	874	4%
Stray	391	409	-4%	5,008	5,679	-12%
Wildlife	39	48	-19%	543	462	18%
Totals	697	786	-11%	8,468	9,062	-7%

Live/Save for Cats and Dogs

Impounds

Cats	158	191	-17%	3,152	3,125	1%
Dogs	449	513	-12%	4,337	4,978	-13%
Totals	607	704	-14%	7,489	8,103	-8%

Live Releases

Cats	140	124	13%	2,275	1,840	24%
Dogs	425	500	-15%	3,840	4,440	-14%
Totals	565	624	-9%	6,115	6,280	-3%

Live/Save Rates

Cats	88.61%	64.92%	36%	72.18%	58.88%	23%
Dogs	94.65%	97.47%	-3%	88.54%	89.19%	-1%
Totals	93.08%	88.64%	5%	81.65%	77.50%	5%

Licenses Issued

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
Intact Dogs	24	18	33%	126	146	-14%
Breeder's	15	18	-17%	105	126	-17%
Cat Tag	0	0	0%	0	0	0%
Diplomats	0	0	0%	0	0	0%
Disabled	23	14	64%	99	78	27%
Duplicate	30	36	-17%	275	294	-6%
Equine Lic	46	19	142%	164	110	49%
Equine Lic 2	0	0	0%	0	0	0%
Equine Lic 3	0	0	0%	0	1	-100%
Equine Lic 4	0	0	0%	0	0	0%
Equine Lic 5	0	0	0%	26	2	1200%
Guide Dogs	0	0	0%	0	0	0%
Humane Grps	28	36	-22%	275	524	-48%
Junkyard Intct	1	0	100%	4	1	300%
Junkyard Altrd	0	2	-200%	12	10	20%
LAPD K9	0	0	0%	0	0	0%
Pending	81	59	37%	312	365	-15%
Restricted	0	0	0%	7	0	700%
Sentry	0	0	0%	0	0	0%
Service	0	0	0%	0	0	0%
Signal	0	0	0%	0	1	-100%
Altered Dogs	940	996	-6%	6,725	6,713	0%
Altered Dogs 3 Yrs	13	10	30%	84	71	18%
Senior	28	38	-26%	219	204	7%
Svc	0	0	0%	0	0	0%
Svc Blue	0	0	0%	0	0	0%
Totals	1,229	1,246	-1%	8,433	8,646	-2%

Spay/Neuter Surgeries by LAAS Vets

Cats	2	5	-60%	272	234	16%
Dogs	67	67	0%	512	516	-1%
Rabbits	0	0	0%	5	4	25%
Totals	69	72	-4%	789	754	5%

East Valley Shelter

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Cat and Dog Euthanasia

Cats	26	44	-41%	872	1,188	-27%
Dogs	18	27	-33%	299	414	-28%
Totals	44	71	-38%	1,171	1,602	-27%

Cat and Dog Live Releases

Adoptions to the Public	298	318	-6%	2,945	2,892	2%
Best Friends	31	88	-65%	935	1,132	-17%
New Hope Placements	119	99	20%	1,121	1,188	-6%
Redeemed	106	112	-5%	1,032	994	4%
Released	11	7	57%	82	74	11%
Totals	565	624	-9%	6,115	6,280	-3%

Outcomes for All Animals

Adoptions to the Public	317	335	-5%	3,105	3,023	3%
Best Friends	31	88	-65%	935	1,132	-17%
Died/DOA (not euthanized)	63	54	17%	568	571	-1%
Euthanized	82	111	-26%	1,490	1,910	-22%
Missing/Stolen/Escaped	0	1	-100%	4	7	-43%
New Hope Placements	134	121	11%	1,425	1,466	-3%
Redeemed	106	113	-6%	1,034	1,004	3%
Released	15	17	-12%	174	166	5%
Animals Outcomed	748	840	-11%	8,735	9,279	-6%

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Volunteers

# of Volunteers	950	722	32%	n/a	n/a	
# of Volunteer Hrs Worked	764	916	-17%	6,877	4,826	-30%
# of Orientations	1	1	0%	8	7	-13%
# attended	48	19	153%	195	92	-53%

Animals Sent to Foster

Cats	5	1	400%	302	253	19%
Dogs	3	6	-50%	160	70	129%
Others	1	0	100%	2	1	100%
Rabbits	0	0	0%	1	1	0%
Totals	9	7	29%	465	325	43%

Officer Stats

Ace Citations	79	0	7900%	278	0	27800%
Citations Issued	0	9	-900%	47	63	-25%
Permits Processed	4	2	100%	36	43	-16%
Wildlife Calls	38	49	-22%	434	428	1%
Community Presentations	0	0	0%	0	0	0%

Harbor Shelter

All Animals

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Impounds by Animal Type - All Animals

Cats	89	46	93%	1157	1230	-6%
Dogs	158	177	-11%	1645	1791	-8%
Others	15	29	-48%	117	220	-47%
Rabbits	3	0	300%	32	21	52%
Totals	265	252	5%	2,951	3,262	-10%

Impounds by Impound Type - All Animals

ACTF/Dsstr/Evid/Pers Prop	20	3	567%	65	63	3%
Owner Surrender	73	89	-18%	682	773	-12%
Possible Owner	39	24	63%	336	315	7%
Stray	124	113	10%	1794	1949	-8%
Wildlife	9	23	-61%	74	162	-54%
Totals	265	252	5%	2,951	3,262	-10%

Live/Save for Cats and Dogs  
Impounds

Cats	89	46	93%	1,157	1,230	-6%
Dogs	158	177	-11%	1,645	1,791	-8%
Totals	247	223	11%	2,802	3,021	-7%

Live Releases

Cats	62	34	82%	722	666	8%
Dogs	147	201	-27%	1,487	1,454	2%
Totals	209	235	-11%	2,209	2,120	4%

Live/Save Rates

Cats	69.66%	73.91%	-6%	62.40%	54.15%	15%
Dogs	93.04%	113.56%	-18%	90.40%	81.18%	11%
Totals	84.62%	105.38%	-20%	78.84%	70.18%	12%

Licenses Issued

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
Intact Dogs	2	3	-33%	23	36	-36%
Breeder's	2	5	-60%	24	40	-40%
Cat Tag	0	0	0%	0	0	0%
Diplomats	0	0	0%	1	0	100%
Disabled	3	1	200%	35	23	52%
Duplicate	7	12	-42%	57	70	-19%
Equine Lic	0	0	0%	0	0	0%
Equine Lic 2	0	0	0%	0	0	0%
Equine Lic 3	0	0	0%	0	0	0%
Equine Lic 4	0	0	0%	0	0	0%
Equine Lic 5	0	0	0%	0	0	0%
Guide Dogs	0	0	0%	0	0	0%
Humane Grps	6	16	-63%	74	107	-31%
Junkyard Intct	0	0	0%	1	1	0%
Junkyard Altrd	0	0	0%	5	3	67%
LAPD K9	0	0	0%	0	0	0%
Pending	1	0	100%	13	9	44%
Restricted	2	0	200%	3	0	300%
Sentry	0	0	0%	0	0	0%
Service	0	0	0%	0	0	0%
Signal	0	0	0%	0	0	0%
Altered Dogs	224	230	-3%	1,806	1,793	1%
Altered Dogs 3 Yrs	3	2	50%	21	12	75%
Senior	14	20	-30%	80	101	-21%
Svc	0	0	0%	0	0	0%
Svc Blue	0	0	0%	0	0	0%
Totals	264	289	-9%	2,143	2,195	-2%

Spay/Neuter Surgeries by LAAS Vets

Cats	7	0	700%	20	0	2000%
Dogs	6	0	600%	29	0	2900%
Rabbits	0	0	0%	0	0	0%
Totals	13	0	1300%	49	0	4900%

Harbor Shelter

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Cat and Dog Euthanasia

Cats	16	18	-11%	474	638	-26%
Dogs	8	23	-65%	186	324	-43%
Totals	24	41	-41%	660	962	-31%

Cat and Dog Live Releases

Adoptions to the Public	126	125	1%	1,440	1,378	4%
Best Friends	24	41	-41%	184	194	-5%
New Hope Placements	10	42	-76%	261	230	13%
Redeemed	34	22	55%	291	286	2%
Released	15	5	200%	33	32	3%
Totals	209	235	-11%	2,209	2,120	4%

Outcomes for All Animals

Adoptions to the Public	127	128	-1%	1468	1419	3%
Best Friends	24	41	-41%	184	194	-5%
Died/DOA (not euthanized)	12	20	-40%	150	155	-3%
Euthanized	32	59	-46%	707	1066	-34%
Missing/Stolen/Escaped	0	0	0%	3	12	-75%
New Hope Placements	10	48	-79%	291	293	-1%
Redeemed	34	22	55%	291	286	2%
Released	18	5	260%	49	57	-14%
Animals Outcomed	257	323	-20%	3,143	3,482	-10%

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Volunteers

# of Volunteers	491	385	28%	n/a	n/a	
# of Volunteer Hrs Worked	690	502	37%	4,347	5,085	-15%
# of Orientations	1	1	0%	8	7	14%
# attended	27	15	80%	103	60	72%

Animals Sent to Foster

Cats	1	1	0%	55	50	10%
Dogs	1	0	100%	15	17	-12%
Others	0	0	0%	1	0	100%
Rabbits	0	0	0%	0	3	-300%
Totals	2	1	100%	71	70	1%

Officer Stats

Ace Citations	22	0	2200%	201	0	20100%
Citations Issued	0	1	-100%	0	7	-700%
Permits Processed	0	0	0%	4	0	400%
Wildlife Calls	14	35	-60%	133	243	-45%
Community Presentations	0	0	0%	0	0	0%

North Central Shelter

All Animals

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Impounds by Animal Type - All Animals

Cats	121	135	-10%	2,181	2,265	-4%
Dogs	296	360	-18%	3,114	3,507	-11%
Others	53	46	15%	588	758	-22%
Rabbits	5	6	-17%	88	179	-51%
Totals	475	547	-13%	5,971	6,709	-11%

Impounds by Impound Type - All Animals

ACTF/Dsstr/Evid/Pers Prop	58	33	76%	226	493	-54%
Owner Surrender	121	134	-10%	1,396	1,404	-1%
Possible Owner	54	53	2%	527	546	-3%
Stray	220	305	-28%	3,475	4,032	-14%
Wildlife	22	22	0%	347	234	48%
Totals	475	547	-13%	5,971	6,709	-11%

Live/Save for Cats and Dogs

Impounds

Cats	121	135	-10%	2,181	2,265	-4%
Dogs	296	360	-18%	3,114	3,507	-11%
Totals	417	495	-16%	5,295	5,772	-8%

Live Releases

Cats	83	90	-8%	1,544	1,219	27%
Dogs	267	330	-19%	2,773	2,932	-5%
Totals	350	420	-17%	4,317	4,151	4%

Live/Save Rates

Cats	68.60%	66.67%	3%	70.79%	53.82%	32%
Dogs	90.20%	91.67%	-2%	89.05%	83.60%	7%
Totals	83.93%	84.85%	-1%	81.53%	71.92%	13%

Licenses Issued

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
Intact Dogs	12	11	9%	105	156	-33%
Breeder's	7	8	-13%	84	98	-14%
Cat Tag	1	0	100%	3	2	50%
Diplomats	0	0	0%	0	0	0%
Disabled	16	19	-16%	120	148	-19%
Duplicate	41	29	41%	202	223	-9%
Equine Lic	0	1	-100%	5	13	-62%
Equine Lic 2	0	0	0%	0	0	0%
Equine Lic 3	0	0	0%	0	0	0%
Equine Lic 4	0	0	0%	0	0	0%
Equine Lic 5	0	0	0%	0	4	-400%
Guide Dogs	0	0	0%	0	0	0%
Humane Grps	26	21	24%	194	222	-13%
Junkyard Intct	0	0	0%	3	10	-70%
Junkyard Altrd	3	4	-25%	31	23	35%
LAPD K9	0	0	0%	1	0	100%
Pending	12	209	-94%	326	1,261	-74%
Restricted	4	0	400%	11	0	1100%
Sentry	0	0	0%	0	0	0%
Service	0	0	0%	0	0	0%
Signal	0	0	0%	0	0	0%
Altered Dogs	823	917	-10%	5,334	6,293	-15%
Altered Dogs 3 Yrs	15	45	-67%	226	282	-20%
Senior	97	187	-48%	414	873	-53%
Svc	0	0	0%	0	0	0%
Svc Blue	0	0	0%	0	0	0%
Totals	1,057	1,451	-27%	7,059	9,608	-27%

Spay/Neuter Surgeries by LAAS Vets

Cats	15	35	-57%	349	232	50%
Dogs	32	52	-38%	426	505	-16%
Rabbits	4	0	400%	9	11	-18%
Totals	51	87	-41%	784	748	5%

North Central Shelter

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Cat and Dog Euthanasia

Cats	17	18	-6%	627	992	-37%
Dogs	19	19	0%	283	438	-35%
Totals	36	37	-3%	910	1,430	-36%

Cat and Dog Live Releases

Adoptions to the Public	187	182	3%	2,142	1,852	16%
Best Friends	31	104	-70%	719	944	-24%
New Hope Placements	64	66	-3%	752	738	2%
Redeemed	62	63	-2%	657	579	13%
Released	6	5	20%	47	38	24%
Totals	350	420	-17%	4,317	4,151	4%

Outcomes for All Animals

Adoptions to the Public	195	212	-8%	2,214	2,073	7%
Best Friends	31	104	-70%	719	944	-24%
Died/DOA (not euthanized)	34	43	-21%	387	386	0%
Euthanized	57	63	-10%	1,241	1,712	-28%
Missing/Stolen/Escaped	1	1	0%	7	6	17%
New Hope Placements	71	130	-45%	881	1,032	-15%
Redeemed	64	63	2%	664	593	12%
Released	7	6	17%	115	75	53%
Animals Outcomed	460	622	-26%	6,228	6,821	-9%

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Volunteers

# of Volunteers	1,178	995	18%	n/a	n/a	
# of Volunteer Hrs Worked	590	377	56%	5,080	4,422	15%
# of Orientations	1	1	0%	8	8	0%
# attended	43	23	87%	187	138	36%

Animals Sent to Foster

Cats	1	3	-67%	139	106	31%
Dogs	0	9	-900%	54	51	6%
Others	1	0	100%	5	2	150%
Rabbits	0	0	0%	0	0	0%
Totals	2	12	-83%	198	159	25%

Officer Stats

Ace Citations	382	0	38200%	1,800	0	180000%
Citations Issued	0	9	-900%	2	99	-98%
Permits Processed	103	64	61%	656	588	12%
Wildlife Calls	142	167	-15%	1,050	1,281	-18%
Community Presentations	0	0	0%	0	0	0%

South LA Shelter

All Animals

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Impounds by Animal Type - All Animals

Cats	103	166	-38%	2,534	2,624	-3%
Dogs	464	456	2%	4,280	4,850	-12%
Others	14	23	-39%	257	286	-10%
Rabbits	10	4	150%	67	57	18%
Totals	591	649	-9%	7,138	7,817	-9%

Impounds by Impound Type - All Animals

ACTF/Dsstr/Evid/Pers Prop	10	7	43%	160	126	27%
Owner Surrender	167	166	1%	1,531	1,484	3%
Possible Owner	56	67	-16%	587	607	-3%
Stray	354	390	-9%	4,730	5,452	-13%
Wildlife	4	19	-79%	130	148	-12%
Totals	591	649	-9%	7,138	7,817	-9%

Live/Save for Cats and Dogs

Impounds

Cats	103	166	-38%	2,534	2,624	-3%
Dogs	464	456	2%	4,280	4,850	-12%
Totals	567	622	-9%	6,814	7,474	-9%

Live Releases

Cats	92	106	-13%	1,157	1,267	-9%
Dogs	345	319	8%	3,242	3,404	-5%
Totals	437	425	3%	4,399	4,671	-6%

Live/Save Rates

Cats	89.32%	63.86%	40%	45.66%	48.29%	-5%
Dogs	74.35%	69.96%	6%	75.75%	70.19%	8%
Totals	77.07%	68.33%	13%	64.56%	62.50%	3%

Licenses Issued

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
Intact Dogs	8	14	-43%	55	76	-28%
Breeder's	8	13	-38%	50	71	-30%
Cat Tag	0	0	0%	0	0	0%
Diplomats	0	0	0%	0	0	0%
Disabled	14	12	17%	87	76	14%
Duplicate	15	16	-6%	134	147	-9%
Equine Lic	0	0	0%	0	0	0%
Equine Lic 2	0	0	0%	0	0	0%
Equine Lic 3	0	0	0%	0	0	0%
Equine Lic 4	0	0	0%	0	0	0%
Equine Lic 5	0	0	0%	0	3	-300%
Guide Dogs	0	0	0%	0	0	0%
Humane Grps	28	46	-39%	290	505	-43%
Junkyard Intct	0	0	0%	0	1	-100%
Junkyard Altrd	9	4	125%	26	21	24%
LAPD K9	0	0	0%	0	0	0%
Pending	0	2	-200%	28	50	-44%
Restricted	0	0	0%	7	0	700%
Sentry	0	0	0%	0	0	0%
Service	0	0	0%	0	0	0%
Signal	0	0	0%	0	0	0%
Altered Dogs	565	575	-2%	4,253	4,225	1%
Altered Dogs 3 Yrs	3	0	300%	52	15	247%
Senior	27	39	-31%	233	186	25%
Svc	0	0	0%	0	0	0%
Svc Blue	0	0	0%	0	0	0%
Totals	677	721	-6%	5,215	5,376	-3%

Spay/Neuter Surgeries by LAAS Vets

Cats	1	17	-94%	60	179	-66%
Dogs	3	32	-91%	117	180	-35%
Rabbits	0	0	0%	1	0	100%
Totals	4	49	-92%	178	359	-50%

South LA Shelter

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Cat and Dog Euthanasia

Cats	16	57	-72%	1,418	1,365	4%
Dogs	70	93	-25%	917	1,262	-27%
Totals	86	150	-43%	2,335	2,627	-11%

Cat and Dog Live Releases

Adoptions to the Public	199	208	-4%	1,826	1,725	6%
Best Friends	108	67	61%	1,006	1,123	-10%
New Hope Placements	81	115	-30%	1,057	1,393	-24%
Redeemed	49	35	40%	486	407	19%
Released	0	0	0%	24	23	4%
Totals	437	425	3%	4,399	4,671	-6%

Outcomes for All Animals

Adoptions to the Public	208	219	-5%	1,898	1,789	6%
Best Friends	108	67	61%	1,006	1,123	-10%
Died/DOA (not euthanized)	26	22	18%	285	322	-11%
Euthanized	93	167	-44%	2,470	2,872	-14%
Missing/Stolen/Escaped	1	1	0%	4	7	-43%
New Hope Placements	83	117	-29%	1,088	1,430	-24%
Redeemed	49	35	40%	487	409	19%
Released	1	3	-67%	52	51	2%
Animals Outcomed	569	631	-10%	7,290	8,003	-9%

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Volunteers

# of Volunteers	563	453	24%	n/a	n/a	
# of Volunteer Hrs Worked	905	692	31%	7,867	7,867	0%
# of Orientations	1	1	0%	8	8	0%
# attended	31	17	82%	126	126	0%

Animals Sent to Foster

Cats	0	0	0%	22	9	144%
Dogs	1	4	-75%	22	41	-46%
Others	0	1	-100%	0	1	-100%
Rabbits	0	0	0%	0	0	0%
Totals	1	5	-80%	44	51	-14%

Officer Stats

Ace Citations	41	0	4100%	406	0	40600%
Citations Issued	0	7	-700%	5	62	-92%
Permits Processed	4	0	400%	14	10	40%
Wildlife Calls	14	31	-55%	250	258	-3%
Community Presentations	0	0	0%	0	0	0%

West LA Shelter

All Animals

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Impounds by Animal Type - All Animals

Cats	54	85	-36%	904	1,158	-22%
Dogs	134	197	-32%	1,426	1,951	-27%
Others	37	54	-31%	460	511	-10%
Rabbits	7	10	-30%	52	81	-36%
Totals	232	346	-33%	2,842	3,701	-23%

Impounds by Impound Type - All Animals

ACTF/Dsstr/Evid/Pers Prop	5	7	-29%	82	65	26%
Owner Surrender	78	95	-18%	722	902	-20%
Possible Owner	32	31	3%	300	315	-5%
Stray	94	176	-47%	1,387	2,011	-31%
Wildlife	23	37	-38%	351	408	-14%
Totals	232	346	-33%	2,842	3,701	-23%

Live/Save for Cats and Dogs  
Impounds

Cats	54	85	-36%	904	1,158	-22%
Dogs	134	197	-32%	1,426	1,951	-27%
Totals	188	282	-33%	2,330	3,109	-25%

Live Releases

Cats	41	89	-54%	836	1,009	-17%
Dogs	148	177	-16%	1,399	1,859	-25%
Totals	189	266	-29%	2,235	2,868	-22%

Live/Save Rates

Cats	75.93%	104.71%	-27%	92.48%	87.13%	6%
Dogs	110.45%	89.85%	23%	98.11%	95.28%	3%
Totals	100.53%	94.33%	7%	95.92%	92.25%	4%

Licenses Issued

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
Intact Dogs	5	19	-74%	68	70	-3%
Breeder's	4	13	-69%	61	54	13%
Cat Tag	0	0	0%	0	0	0%
Diplomats	0	0	0%	0	0	0%
Disabled	8	6	33%	47	42	12%
Duplicate	20	33	-39%	211	261	-19%
Equine Lic	0		0%	1	1	0%
Equine Lic 2	0	0	0%	0	0	0%
Equine Lic 3	0	0	0%	0	0	0%
Equine Lic 4	0	0	0%	0	0	0%
Equine Lic 5	0	0	0%	0	0	0%
Guide Dogs	1	0	100%	1	2	-50%
Humane Grps	5	5	0%	44	98	-55%
Junkyard Intct	0	0	0%	0	0	0%
Junkyard Altrd	0	0	0%	0	0	0%
LAPD K9	0	0	0%	0	0	0%
Pending	3	6	-50%	58	68	-15%
Restricted	2	0	200%	8	0	800%
Sentry	0	0	0%	0	0	0%
Service	0	0	0%	0	0	0%
Signal	1	0	100%	1	0	100%
Altered Dogs	405	502	-19%	3,221	3,673	-12%
Altered Dogs 3 Yrs	13	19	-32%	78	44	77%
Senior	6	15	-60%	52	48	8%
Svc	0	0	0%	0	1	-100%
Svc Blue	0	0	0%	0	0	0%
Totals	473	618	-23%	3,851	4,362	-12%

Spay/Neuter Surgeries by LAAS Vets

Cats	5	19	-74%	188	268	-30%
Dogs	15	41	-63%	81	281	-71%
Rabbits	0	0	0%	0	0	0%
Totals	20	60	-67%	269	549	-51%

West LA Shelter

Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Cat and Dog Euthanasia

Cats	5	12	-58%	179	252	-29%
Dogs	4	4	0%	56	91	-38%
Totals	9	16	-44%	235	343	-31%

Cat and Dog Live Releases

Adoptions to the Public	128	202	-37%	1,611	2,059	-22%
Best Friends	2	5	-60%	23	56	-59%
New Hope Placements	24	35	-31%	243	397	-39%
Redeemed	32	24	33%	343	339	1%
Released	3	0	300%	15	17	-12%
Totals	189	266	-29%	2,235	2,868	-22%

Outcomes for All Animals

Adoptions to the Public	142	216	-34%	1,709	2,163	-21%
Best Friends	2	5	-60%	23	56	-59%
Died/DOA (not euthanized)	15	13	15%	176	199	-12%
Euthanized	18	30	-40%	410	497	-18%
Missing/Stolen/Escaped	1	1	0%	2	21	-90%
New Hope Placements	31	56	-45%	354	555	-36%
Redeemed	32	24	33%	352	343	3%
Released	6	3	100%	61	92	-34%
	247	348	-29%	3,087	3,926	-21%

Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Volunteers

# of Volunteers	831	586	42%	n/a	n/a	
# of Volunteer Hrs Worked	1,098	525	109%	8,469	8,469	0%
# of Orientations	1	1	0%	8	8	0%
# attended	45	22	105%	193	193	0%

Animals Sent to Foster

Cats	3	0	300%	198	134	48%
Dogs	5	0	500%	21	17	24%
Others	0	0	0%	0	0	0%
Rabbits	0	0	0%	0	0	0%
Totals	8	0	800%	219	151	45%

Officer Stats

Ace Citations	18	0	1800%	65	0	6500%
Citations Issued	0	9	-900%	22	55	-60%
Permits Processed	1	8	-88%	25	28	-11%
Wildlife Calls	37	70	-47%	463	623	-26%
Community Presentations	0	0	0%	0	0	0%

West Valley Shelter

All Animals

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Impounds by Animal Type - All Animals

Cats	89	94	-5%	1589	1655	-4%
Dogs	246	305	-19%	2525	2675	-6%
Others	82	78	5%	610	836	-27%
Rabbits	13	14	-7%	95	113	-16%
Totals	430	491	-12%	4,819	5,279	-9%

Impounds by Impound Type - All Animals

ACTF/Dsstr/Evid/Pers Prop	13	27	-52%	145	261	-44%
Owner Surrender	115	140	-18%	1234	1144	8%
Possible Owner	75	91	-18%	701	782	-10%
Stray	186	194	-4%	2357	2586	-9%
Wildlife	41	39	5%	382	506	-25%
Totals	430	491	-12%	4,819	5,279	-9%

Live/Save for Cats and Dogs

Impounds

Cats	89	94	-5%	1,589	1,655	-4%
Dogs	246	305	-19%	2,525	2,675	-6%
Totals	335	399	-16%	4,114	4,330	-5%

Live Releases

Cats	60	57	5%	1,206	1,027	17%
Dogs	237	280	-15%	2,276	2,386	-5%
Totals	297	337	-12%	3,482	3,413	2%

Live/Save Rates

Cats	67.42%	60.64%	11%	75.90%	62.05%	22%
Dogs	96.34%	91.80%	5%	90.14%	89.20%	1%
Totals	88.66%	84.46%	5%	84.64%	78.82%	7%

Licenses Issued

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
Intact Dogs	17	19	-11%	146	136	7%
Breeder's	13	18	-28%	110	107	3%
Cat Tag	0	0	0%	0	0	0%
Diplomats	0	0	0%	0	0	0%
Disabled	5	3	67%	34	34	0%
Duplicate	19	17	12%	162	216	-25%
Equine Lic	8	15	-47%	61	118	-48%
Equine Lic 2	0	0	0%	0	0	0%
Equine Lic 3	0	0	0%	2	4	-50%
Equine Lic 4	0	0	0%	1	0	100%
Equine Lic 5	0	0	0%	1	22	-95%
Guide Dogs	0	0	0%	0	0	0%
Humane Grps	8	10	-20%	63	95	-34%
Junkyard Intct	0	0	0%	0	1	-100%
Junkyard Altrd	0	0	0%	3	0	300%
LAPD K9	0	0	0%	0	0	0%
Pending	0	1	-100%	8	62	-87%
Restricted	2	0	200%	22	0	2200%
Sentry	0	0	0%	0	0	0%
Service	0	0	0%	0	0	0%
Signal	0	0	0%	0	0	0%
Altered Dogs	592	730	-19%	5,201	5,060	3%
Altered Dogs 3 Yrs	5	12	-58%	46	86	-47%
Senior	8	30	-73%	131	166	-21%
Svc	0	0	0%	0	2	-200%
Svc Blue	0	0	0%	0	0	0%
Totals	677	855	-21%	5,991	6,109	-2%

Spay/Neuter Surgeries by LAAS Vets

Cats	5	13	-62%	258	304	-15%
Dogs	47	68	-31%	338	426	-21%
Rabbits	15	1	1400%	105	60	75%
Totals	67	82	-18%	701	790	-11%

West Valley Shelter

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Cat and Dog Euthanasia

Cats	10	30	-67%	428	626	-32%
Dogs	8	14	-43%	145	188	-23%
Totals	18	44	-59%	573	814	-30%

Cat and Dog Live Releases

Adoptions to the Public	156	165	-5%	1,980	1,895	4%
Best Friends	19	21	-10%	360	295	22%
New Hope Placements	26	29	-10%	203	245	-17%
Redeemed	88	108	-19%	888	913	-3%
Released	8	14	-43%	51	65	-22%
Totals	297	337	-12%	3,482	3,413	2%

Outcomes for All Animals

Adoptions to the Public	173	187	-7%	2133	2074	3%
Best Friends	19	21	-10%	360	295	22%
Died/DOA (not euthanized)	38	54	-30%	400	413	-3%
Euthanized	46	72	-36%	794	1152	-31%
Missing/Stolen/Escaped	1	0	100%	11	4	175%
New Hope Placements	40	44	-9%	385	469	-18%
Redeemed	88	109	-19%	893	921	-3%
Released	15	16	-6%	100	110	-9%
Animals Outcomed	420	503	-17%	5,076	5,438	-7%

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
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Volunteers

# of Volunteers	850	693	23%	n/a	n/a	
# of Volunteer Hrs Worked	872	655	33%	6,382	4,339	47%
# of Orientations	1	1	0%	8	8	0%
# attended	43	13	231%	127	138	-8%

Animals Sent to Foster

Cats	1	2	-50%	218	144	51%
Dogs	2	0	200%	14	11	27%
Others	0	0	0%	0	0	0%
Rabbits	0	0	0%	0	2	-200%
Totals	3	2	50%	232	157	48%

Officer Stats

Ace Citations	84	0	8400%	226	0	22600%
Citations Issued	0	5	-500%	38	50	-24%
Permits Processed	8	5	60%	79	67	18%
Wildlife Calls	35	44	-20%	404	503	-20%
Community Presentations	0	0	0%	0	0	0%

Admin

Licenses Issued

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
Intact Dogs	43	16	169%	311	282	10%
Breeder's	7	2	250%	33	67	-51%
Cat Tag	0	0	0%	4	0	400%
Diplomats	0	0	0%	0	0	0%
Disabled	67	21	219%	474	267	78%
Duplicate	28	17	65%	179	145	23%
Equine Lic	69	40	73%	715	495	44%
Equine Lic 2	0	0	0%	10	3	233%
Equine Lic 3	1	1	0%	1	2	-50%
Equine Lic 4	0	0	0%	0	0	0%
Equine Lic 5	4	1	300%	20	21	-5%
Guide Dogs	0	0	0%	0	0	0%
Humane Grps	0	0	0%	0	0	0%
Junkyard Intct	0	2	-200%	6	6	0%
Junkyard Altrd	3	2	50%	32	27	19%
LAPD K9	0	0	0%	0	0	0%
Pending	438	95	361%	2,405	1,238	94%
Restricted	0	0	0%	1	0	100%
Sentry	0	0	0%	0	0	0%
Service	0	0	0%	0	0	0%
Signal	0	0	0%	0	2	-200%
Altered Dogs	6,252	3,588	74%	50,455	32,031	58%
Altered Dogs 3 Yrs	305	185	65%	1,909	1,178	62%
Senior	301	107	181%	2,088	1,191	75%
Svc	0	0	0%	0	0	0%
Svc Blue	12	0	1200%	56	30	87%
Totals	7,530	4,077	85%	58,699	36,985	59%

Admin Stats

	Feb-16	Feb-15	% Chng	YTD Fiscal 15/16	YTD Fiscal 14/15	% Chng
CPRA Requests	43	50	-14%	409	405	1%
Hearings Held	37	15	147%	265	109	143%

Spay/Neuter Vouchers Issued / Redeemed

\$30 Vouchers Issued	341	460	-26%	3,055	3,394	-10%
\$70 Vouchers Issued	350	361	-3%	2,359	3,003	-21%
\$30 Vouchers Redeemed	199	300	-34%	2,342	1,933	21%
\$70 Vouchers Redeemed	217	235	-8%	1,960	2,205	-11%