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**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Animal Services
Department No.: 041
For Agenda Of: May 24, 2022
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Van Do-Reynoso, MPH, PhD, Director
Director(s) Public Health Department
Contact Info: Angela Yates, Director of Animal Services
(805) 319-8646

SUBJECT: Request for Waiver of Competitive Bidding for Veterinary Food Supplies

County Counsel Concurrence

As to form: Yes

Other Concurrence: Purchasing

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors consider recommendations as follows:

- a) Pursuant to County Code section 2-39, waive competitive bidding by the County of Santa Barbara and authorize the County Purchasing Agent to procure food for shelter animals through the Hill’s Food, Shelter & Love program by Hill’s Pet Nutrition, Inc. in an amount not to exceed \$40,000 for each Fiscal Year 2022-23, 2023-24, and 2024-25 with a total amount not to exceed \$120,000 over the three year period; and
- b) Find that the proposed action is an administrative and fiscal activity of the County, which will not result in direct or indirect physical changes in the environment and is therefore not a “project” as defined for purposes of the California Environmental Quality Act (CEQA) under State CEQA Guidelines Section 15378(b)(4) or (b)(5).

Summary Text:

County Code Section 2-39 requires that the Chief Procurement Officer, the County’s Purchasing Agent, make all purchases and contracts based on competitive bids, unless the Board of Supervisors has waived competition under a particular set of circumstances. Pursuant to County Code Section 2-39, the Santa Barbara County Animal Services (SBCAS) is requesting your Board waive the requirement for a competitive bid due to a significant discount that is received by being part of Hill’s Food, Shelter & Love Program (“Hill’s”).

Background: SBCAS has been a member of Hill’s Food, Shelter & Love Program for over 10 years. In addition to the deep discounted bulk food through this program, Hill’s also provides free sample bags of food for every dog and cat adopted from SBCAS shelters. The Hill’s Food, Shelter & Love program provides science-led nutrition to hundreds of shelters. Since 2002, Hill’s has partnered with more than 1,000 animal shelters in North America to provide over \$300 million worth of pet food and has helped more than 11 million pets find new homes. Hill’s products are well respected in the veterinary community as well. They are known for researching their diets offer special food for various veterinary needs. These veterinary needs include weight management, intestinal support, food sensitivities, urinary and kidney formulas. These medical varieties are not always available from other food distribution companies. Hill’s is also one of the most recommended diets in private practice. Animal Services staff found that Hill’s offers the lowest prices when informally compared with other vendors, due to the deep discounts for bulk purchasing provided to Hill’s members.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>FY 2022-2023</u>	<u>FY2023-2024</u>	<u>FY2024-2025</u>
	<u>Cost:</u>	<u>Cost:</u>	<u>Cost:</u>
General Fund			
State			
Federal			
Fees	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
Other:			
Total	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00

The \$40,000 expense is included in the Fiscal Year 2022-2023 Recommended Budget funded by revenue from consumer and city contract fees, and will be included as part of the subsequent fiscal year recommended budgets for FY23-24 and FY24-25. Because Hill’s Pet Nutrition Inc. is budgeted, continuing to procure food for shelter animals will not result in any Fiscal Impact.

Special Instructions:

N/A

Attachments:

N/A

Authored by:

Angela Yates, Director of Animal Services