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**NEVADA COUNTY  
SHERIFF'S OFFICE**



**KEITH ROYAL**  
SHERIFF / CORONER  
PUBLIC ADMINISTRATOR

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**NEVADA COUNTY BOARD OF SUPERVISORS**

**Board Agenda Memo**

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**MEETING DATE:** June 26, 2018

**TO:** Board of Supervisors

**FROM:** Keith Royal, Sheriff-Coroner-Public Administrator

**SUBJECT:** Resolution authorizing the fourth amendment to the personal services contract with Sammie's Friends to provide Nevada County Animal Shelter operation and administration to extend the contract for one year, FY 18/19, with an automatic year's extension for FY 19/20 if Sammie's Friends has hired a Shelter Director and Financial Officer, as well as implementing a records management system for shelter records; increasing the maximum contract amount by \$1,478,000.

**RECOMMENDATION:** Adopt Resolution

**FUNDING:** Funding for FY 18/19 of \$739,000 and FY 19/20 of \$739,000 for a total contract increase of \$1,478,000 will impact the Animal Control Budget. Expenses will be partially reimbursed by the Wilson Family Trust to support services. General Fund and Special Revenue Fund monies are used for animal shelter services. The Sheriff will closely monitor expenses and may potentially have savings in other areas to offset the contractual increases for fiscal year 18/19 and may require a budget amendment later in the fiscal year.

**BACKGROUND:**

Sammie's Friends has provided contracted services to operate the Nevada County Animal Shelter since 2010. The community expresses their appreciation for the manner in which they have operated the shelter and provided veterinary services to shelter animals. The current contract is set to expire on June 30, 2018. As is the County's practice, a Request for Proposals was conducted to find the best value for animal shelter services in three separate categories. Placer County Animal Shelter was selected to provide ongoing husbandry and animal programs and Sammie's Friends was selected to provide animal intake services. Sammie's Friends was only interested in providing all three services and launched a social media campaign that persuaded the Board of Supervisors to decline Placer County's bid and request that all three services remain with Sammie's Friends.

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Since the current contract had an option for a two-year renewal, collaborative meetings with representatives from Sammie's Friends, the public, the Sheriff's Office, the Board of Supervisors' Office and the CEO's Office, were conducted to come to a resolution on what a renewal amendment might look like. This amendment reflects the outcome of those meetings.

Resolution 13-194 approved a five-year contract with Sammie's Friends to operate the Nevada County Animal Shelter. This fourth amendment extends the contract for one year, July 1, 2018 to June 30, 2019, with an automatic extension of one year, from July 1, 2019 to June 30, 2020, but only if Sammie's Friends has hired a Shelter Manager, a Financial Officer, as well as implementing the use of a software system to manage the records of the shelter. The maximum contract amount is increased by \$1,478,000, with FY 18/19 funding of \$739,000 and FY 19/20 funding of \$739,000 for a total contract not to exceed \$3,242,270 for the period beginning July 1, 2013 and ending June 30, 2020.

**Initiated and Approved by:** Keith Royal