



CONSENT CALENDAR

City of San Bernardino Request for Council Action

Date: August 7, 2024

To: Honorable Mayor and City Council Members

From: Rochelle Clayton, Acting City Manager;
Kris Watson, Director of Animal Services

Department: Animal Services

Subject: **Regional Partnership Purchase of Modular Kennel Buildings for Animal Services (All Wards)**

Recommendation:

Adopt Resolution No. 2024-170 of the Mayor and City Council of the City of San Bernardino, California:

1. Authorizing the City Manager to Execute a Goods Purchase Agreement with Horizon Structures in the amount of \$2,096,324.00 for the purchase of modular kennel buildings for animal services, and
2. Authorizing the Director of Finance and Management Services to issue a purchase order to Horizon Structures, in an amount not to exceed \$2,096,324.00

Executive Summary

It was established that the City of San Bernardino would enter into a Regional Partnership for Animal Services with the Cities of Colton, Fontana, Grand Terrace, Loma Linda and Rialto. In order to accommodate the additional animals expected with the Partnership the Department needs to purchase 12 modular kennel buildings to add 148 individual dog kennels. Purchasing modular style kennel buildings would allow us to add the necessary kennels quickly and at a reasonable fee. The Mayor and City Council previously approved the allocation of \$4,000,000.00 in funds for site improvements on April 17, 2024 in Resolution 2024-067. These costs will be shared by the contract cities and the City of San Bernardino.

Background

Each of the Cities have approved the participation agreements with the City of San Bernardino, effective July 1, 2024. The shelter will begin accepting animals from the

additional cities on July 1, 2024. In order to accommodate the additional animals, the Department needs to purchase kennel buildings to house and care for them. The additional buildings will bring the total number of individual dog kennels on site to 312. This number will allow us to safely house up to 400 dogs on campus at one time.

Discussion

Because of the shortened timeline for this project as well as the need to find structures that could be transported to a new shelter location and facility once identified, the Department searched online for companies that would offer a modular-type kennel building and had previous experience working with a government agency. Modular buildings can be built off site, delivered directly to the designated location and connected to utilities upon delivery. Horizon Structures is a federally certified small business that provides pricing through the General Services Administration (GSA) federal website. Horizon Structures also has the ability to customize the buildings and can fill large orders. The total purchase cost of \$2,096,324.00 for the 12 buildings falls within the identified budget of \$2,186,080.00 allotted for kennel buildings. Additionally, the modular buildings can be relocated and cost much less than a brick-and-mortar build.

This purchase is a sole-source item as Horizon Structures is the only vendor that would be able to provide kennels that could safely house dogs separately, allow for daily sanitizing of surfaces in a climate-controlled environment while delivering a product within the identified timelines. The Department conducted an online search for modular type buildings that could be delivered when fully assembled and which could be moved to an alternative location if needed. Horizon Structures was the only vendor who provided large buildings at the size, scale needed for this project. The price for the completed modular buildings is less than the cost of individual kennels from Shor-Line/Midmark. The cost for a previous purchase of 17 Double Sided and 17 Single Sided kennels from ShorLine/Midmark was over \$180,000.00. Once the kennels were delivered, the City still needed to purchase the metal building structure, as well as all the other required items, including lighting, air conditioners and insulation separately, leading to an increased cost for purchase and installation in order to complete the structure and prepare the building for occupation.

Each kennel building from Horizon Structures will have its own HVAC system offering air conditioning and heating to ensure the animals are comfortable and able to escape both hot and cold weather events. They are fully enclosed kennel buildings that will meet the needs of dogs impounded at the shelter while also complying with animal welfare industry standards. Staff has verified with industry experts that the structures as well as the optional features selected for purchase will satisfy animal welfare guidelines associated with housing of dogs in a shelter environment. Additionally, by purchasing 12 different kennel buildings, each of which has their own HVAC system, the Department is hoping to reduce disease transmission in the animal population by limiting the number of animals per building.

Horizon structures will be delivering the completed modular buildings to the shelter and placing them as directed. The concrete pads, electrical, plumbing and all other work will be completed by staff in the Public Works Department as well as previously approved on-call vendors registered with the City through the competitive bid process.

2021-2025 Strategic Targets and Goals

The purchase of additional kennel buildings aligns with Key Target No. 2 Focused Aligned Leadership and Unified Community and Key Target No. 3 Improved Quality of Life. The new kennel buildings will enable us to serve the needs of both our residents and their pets while engaging the community to assist the Department by volunteering, fostering and adopting pets from the shelter.

Fiscal Impact

The fiscal impact of this item is \$2,096,324. The City of San Bernardino's share of the cost for the kennel building purchase is \$1,111,052. The other contract cities will cover \$985,272 as part of the agreement. There is sufficient budget in the Department's Operating Budget for FY24/25 to fund this agreement. There is no additional impact to the General Fund.

Conclusion

Adopt Resolution No. 2024-170 of the Mayor and City Council of the City of San Bernardino, California:

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Attachments

Attachment 1 – Resolution No. 2024-170
Attachment 2 – Quote for Building Purchase
Attachment 3 - Goods Purchase Agreement
Attachment 4 – Sole Source Justification
Attachment 5 – Animal Shelter Improvements Site Map
Attachment 6 – Table with Estimated Project Costs

Ward:

All Wards

Synopsis of Previous Council Actions:

December 6, 2024 Regional Partnership for Animal Services

April 17, 2024 Authorize and Appropriate Funding for Animal Services
for the Preparation of the Regional Partnership
Agreements – Site Improvement Costs

June 5, 2024 Authorize and Appropriate Funding for Animal Services
for the Preparation of the Regional Partnership
Agreements – Staffing Costs