



Legislation Details (With Text)

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File created: 10/20/2021 **In control:** Board of Supervisors

On agenda: 1/4/2022 **Final action:** 1/4/2022

Title: Health and Human Services Agency (HHS) recommending the Board:
1) Make findings in accordance with County Ordinance 3.13.030 that it is appropriate to contract with Koefran Industries for the provision of animal carcass, hazardous waste carcass, and associated medical/biohazardous waste disposal services for Animal Services, provided under Agreement 5672 because "(B) "Specialty skills and qualifications not expressly identified in classifications are involved in the performance of the work;"
2) Approve and authorize the Chair to sign Agreement 5672 with Koefran Industries, with a not-to-exceed (NTE) amount of \$90,000, and for the term of January 4, 2022 through December 31, 2024; and
3) Authorize the HHS Director or their designee to execute further documents relating to Agreement 5672, contingent upon approval by County Counsel and Risk Management, including amendments which do not increase the maximum dollar amount or term of the Agreement.

FUNDING: 100% General Fund.

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Approved CRS 01-04-22, 2. B - Agreement 5672 01-04-22, 3. Executed Agreement 5672

Date	Ver.	Action By	Action	Result
1/4/2022	1	Board of Supervisors	Approved	Pass

Health and Human Services Agency (HHS) recommending the Board:
1) Make findings in accordance with County Ordinance 3.13.030 that it is appropriate to contract with Koefran Industries for the provision of animal carcass, hazardous waste carcass, and associated medical/biohazardous waste disposal services for Animal Services, provided under Agreement 5672 because "(B) "Specialty skills and qualifications not expressly identified in classifications are involved in the performance of the work;"
2) Approve and authorize the Chair to sign Agreement 5672 with Koefran Industries, with a not-to-exceed (NTE) amount of \$90,000, and for the term of January 4, 2022 through December 31, 2024; and
3) Authorize the HHS Director or their designee to execute further documents relating to Agreement 5672, contingent upon approval by County Counsel and Risk Management, including amendments which do not increase the maximum dollar amount or term of the Agreement.

FUNDING: 100% General Fund.

DISCUSSION / BACKGROUND:

Koefran Industries has provided animal carcass disposal services for veterinarians, animal shelters, and humane societies throughout Northern California and Nevada for nearly 30 years. The County's Animal Services began contracting with Koefran for animal carcass disposal services in December

2004. On a bi-weekly and on-call basis, Koefran collects and disposes of small animal carcasses (under 225 pounds in weight), biohazardous waste carcasses, and medical/biohazardous waste (sharps containers) according to industry standards. These services are necessary pursuant to the California Food and Agriculture Code Section 9143. In addition, HHSA does not have the facilities nor staff that can provide these services.

This proposed Agreement with Koefran Industries is a renewal of Agreement 492 (256-S1811) approved by the Board on December 19, 2017 (File 17-1253). The proposed Agreement would ensure continuation of necessary animal carcass, hazardous waste carcass, and associated medical/biohazardous waste disposal services.

ALTERNATIVES:

Disapproval of Agreement 5672 will result in the inability of Animal Services to dispose of animal carcasses and medical/biohazardous waste, which could pose a public health hazard to staff and the community.

PRIOR BOARD ACTION:

1) 12/19/17, 17-1253, Approval of Agreement 492 (256-S1811)

OTHER DEPARTMENT / AGENCY INVOLVEMENT:

Approved by County Counsel, Human Resources, and Risk Management.

CAO RECOMMENDATION:

Approve as recommended, noting that prior to the end of the term of this agreement that HHSA should conduct a solicitation to ensure the most competitive price is achieved.

FINANCIAL IMPACT:

Sufficient appropriations were included in the Fiscal Year 2021-22 Budget for this renewal, and will be included in future budgets for the term of the Agreement.

CLERK OF THE BOARD FOLLOW UP ACTIONS

1) Clerk of the Board to obtain signature of Chair on two (2) original Agreements 5672; and
2) Clerk of the Board to return one (1) fully executed Agreement to HHSA Contracts Unit at 3057 Briw Rd, Suite B.

STRATEGIC PLAN COMPONENT:

Healthy Communities.

CONTACT

Don Semon, Director, Health and Human Services Agency