Addendum #1
Request for Proposal
For Animal Control and Sheltering Services

Extension of RFP
1.1 Submission Deadlines
One (1) original, two (2) copies, and one (1) fully executable electronic copy (PDF) of the complete signed submittal must be received by the submittal deadline. All submissions for responding to this request must be submitted in a sealed envelope stating on the outside, the vendor’s name, address, and the RFP title. All submissions must be delivered to our office, as stated below, no later than:

**Friday, March 13, 2020**
No later than 2:00pm EDT

Change to Scope of Work – all changes listed here supersede and void items in the original RFP Scope of Work.

2.2.1 Certifications. Each member of Animal Control staff must be certified as an Animal Control Officer by the National Animal Care & Control Association (NACA). Certifications must be provided within the submitted proposal and copies of all certifications and trainings must be provided to the County for each staff member of the Contractor.

2.2.4 Hours of Service. Contractor shall provide Animal Control Services during the following hours: For non-emergency calls: Each day of the seven-day week between the hours of 8:00 a.m. and 5:00 p.m., except for County-declared holidays. For the year 2020, the following County holidays will be observed:
- January 1st: New Year’s Day
- January 21st: Martin Luther King Jr. Day
- May 27th: Memorial Day
- July 4th: Independence Day
- September 2nd: Labor Day
- October 14th: Columbus Day
- November 11th: Veterans Day
- November 28: Thanksgiving Day
- November 29th: Friday after Thanksgiving Day
- December 24th: Christmas Eve
- December 25th: Christmas Day
For emergency calls: 24 hours a day seven days a week. Emergency calls are those reporting a sick or injured dog running at large or a sick or injured dog improperly tethered.

2.2.12 Facility Hours. Contractor shall make the animal shelter facility open to the public on at least an “by-appointment” basis.

2.2.15 Alteration. Contractor shall, as necessary, have the veterinary (in-house or contracted) capacity to neuter animals.

2.2.16 Unclaimed Animals. The Contractor shall provide for the humane disposal of unclaimed animals after holding them for no fewer than 3 days, unless sickness, injury, or disposition requires earlier disposal. Under no circumstances shall animals be sold for purposes of medical research or other activities that may harm them. The Contractor shall be responsible for maintaining animals beyond 3 days. Contractor must make all reasonable attempts to reunite an animal with its owner before euthanasia, adoption, or release to animal welfare agencies as required by law.

Questions

Q. Will our personnel be required to and have the authority to enforce codes if you remove the "certified animal control officer" requirement?
A. No, the contractor would be expected to know the code and provide warning to citizens. Actual enforcement must be done by a POST certified officer, which would require cooperation with the Marion County Sheriff’s Office.

Q. Will collection of fees be limited to an owner release at the facility? or... will contractor be required to collect from citizens that are cited by code enforcement even if their animal was not removed. example, noise complaint is reported to code enforcement, code enforcement cites owner and does not remove the animal. where is the citizen required to pay for the citation?
A. Collection of fees will be limited to owner release at the facility. Code violation citations will be written by the Marion County Sheriff’s office and fees will be paid to the Magistrate Court of Marion County.

Q. Does the county currently have an ordinance? Where can I locate a copy of the animal ordinance?
A. Yes, the ordinance can be found in Marion County’s Code of Ordinances – Chapter 10 – Article II. [https://library.municode.com/ga/marion_county/codes/code_of_ordinances?nodeId=CH10AN](https://library.municode.com/ga/marion_county/codes/code_of_ordinances?nodeId=CH10AN)

Q. Will the county require personnel to be state certified animal control officers?
A. After consideration, not at this time but it is something we would like to work towards with the successful bidder.
This addendum should be signed and returned with your proposal.

__________________________________________________
Company Name

_________________________________________________
Authorized Representative Signature

__________________________________________________
Authorized Representative Printed Name

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Date