

AGENDA ITEM SUMMARY

City Council



STAFF

Lori Schwarz, Deputy Director PDT
Gerry Paul, Purchasing Director

SUBJECT

Resolution 2025-084 Approving an Exception to the Competitive Purchasing Process for the Purchase of Animal Control Services from NOCO County Humane for 2025.

EXECUTIVE SUMMARY

The purpose of this item is to request an exception to the competitive bid process for the purchase of services for a one-year term beginning January 1, 2026, from NOCO Humane for the operation and management of the animal shelter. Approval of this exception may be used as authorized in City Code Section 8-161(d)(4) as the basis for the City Manager and the Purchasing Agent to negotiate and agree to the additional purchase of animal control services from NOCO Humane through December 2030 without further Council approval.

Exception to Competitive Bidding Rationale: Code Section 8-161(d)(1)(a). There exists only one (1) responsible source.

STAFF RECOMMENDATION

Staff recommends adoption of the Resolution.

BACKGROUND / DISCUSSION

The City has contracted with NOCO Humane (formally the Larimer Humane Society) for animal control services since 1986. The contract requires NOCO Humane to provide a variety of specialized equipment and personnel necessary to provide animal control services to the City; to operate a shelter facility; to provide emergency veterinary care; to dispose of dead animals; to respond to animal-related calls for service; to enforce City ordinances pertaining to animals; to administer a pet licensing program; and to provide accurate quarterly reports to City staff. There is no other known organization, entity or individual currently capable of performing these services. The City relies on NOCO Humane to address animal-related issues within the City limits, and it remains dedicated to providing professional animal control services to the City.

The contract between the City and NOCO Humane expires December 31, 2025. This year is the fifth and final year of the current contract. A new contract is required pursuant to Code Sec. 8-186 which limits multi-year contracts to five (5) years. Adoption of this resolution will allow this contractual relationship to continue.

CITY FINANCIAL IMPACTS

The proposed 2026 contract contains a negotiated cost to the City for animal control services in the amount of \$1,225,107 paid in monthly installments of \$ 102,092.25. Funds for the contract are authorized in the 2026 budget. The cost for 2026 is an increase of \$27,680 or 2.3% from the contract price in 2025. The increase for 2026 of \$27,680 includes a reduction of \$49,318 attributable to a credit for the pending license fee increase of \$2.00.

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

None.

PUBLIC OUTREACH

None.

ATTACHMENTS

1. Resolution 2025-084