



Financial Services
Purchasing Division
215 North Mason Street
2nd Floor
PO Box 580
Fort Collins, CO 80522
970.221.6775
970.221.6707 - fax
fcgov.com/purchasing

DEC 1 2010

RECEIVED

December 9, 2010

Larimer County Humane Society Animal Control
Attn: Ms. Judy Calhoun
5137 S College Ave
Fort Collins, CO 80525

RE: 2011 Renewal, Service Agreement

Dear Ms. Calhoun:

The City of Fort Collins wishes to extend the agreement term for the above captioned proposal per the existing terms and conditions and the following:

For 2011 the total payment will be Eight Hundred Forty Three Thousand Nine Hundred Ninety Five Dollars (\$843,995.00) in twelve (12) month payments of \$70,332.00.


The term will be extended for one (1) additional year, January 1, 2011 through December 31, 2011.

If the renewal is acceptable to your firm, please sign this letter in the space provided **include a current copy of insurance naming the City as an additional insured** and return all documents to the City of Fort Collins, Purchasing Division, P. O. Box 580, Fort Collins, CO 85022, within the next fifteen days.

If this extension is not agreeable with your firm, we ask that you send us a written notice stating that you do not wish to renew the contract and state the reason for non-renewal.

Please contact John D. Stephen, CPPO, CPPB, Senior Buyer at (970) 221-6777 if you have any questions regarding this matter.

Sincerely,


James B. O'Neill II, CPPO, FNIGP
Director of Purchasing and Risk Management

Signature 12/10/10
Date

(Please indicate your desire to renew the 2009 Misc Service Agreement by signing this letter and returning it to Purchasing Division within the next fifteen days.)

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/30/2010

PRODUCER (303)776-5122 FAX (303)776-5495
First MainStreet Insurance
 12 4th Avenue
 P.O. Box 847
 Longmont, CO 80502

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED **Larimer Humane Society**
 5137 South College Avenue
 Fort Collins, CO 80525

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Great American Insurance Co.	
INSURER B: Great American Assurance Co.	
INSURER C: Great American Alliance Ins Co.	
INSURER D: Pinnacle Assurance	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L TR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	PAC537377005	07/01/2010	07/01/2011	EACH OCCURRENCE \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				DAMAGE TO RENTED PREMISES (Ea. occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	CAP537377105	07/01/2010	07/01/2011	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
					BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
C	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	UMBS37377204	07/01/2010	07/01/2011	EACH OCCURRENCE \$ 1,000,000
					AGGREGATE \$ 1,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	4015370	07/01/2010	07/01/2011	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	OTHER				E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
Certificate Holder as Additional Insured as required by written contract per policy form.

CERTIFICATE HOLDER

City of Fort Collins
 Purchasing Department
 Attn: James O'Neil
 P O Box 580
 Fort Collins, CO 80522

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
Shelly Sawyer/SHELLY

Shelly Sawyer

ACORDTM CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/30/2010

PRODUCER (303)776-5122 FAX (303)776-5495
First MainStreet Insurance
 12 4th Avenue
 P.O. Box 847
 Longmont, CO 80502

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED **Larimer Humane Society**
 5137 South College Avenue
 Fort Collins, CO 80525

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Great American Insurance Co.	
INSURER B: Great American Assurance Co.	
INSURER C: Great American Alliance Ins Co.	
INSURER D: Pinnacle Assurance	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	PAC537377005	07/01/2010	07/01/2011	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	CAP537377105	07/01/2010	07/01/2011	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
C	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	UMB537377204	07/01/2010	07/01/2011	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	4015370	07/01/2010	07/01/2011	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
Certificate Holder as Additional Insured as required by written contract per policy form.

CERTIFICATE HOLDER

City of Fort Collins
 Purchasing Department
 Attn: James O'Neil
 P O Box 580
 Fort Collins, CO 80522

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
Shelly Sawyer/SHELLY

Shelly Sawyer

RESOLUTION 2010-073
OF THE COUNCIL OF THE CITY OF FORT COLLINS
APPROVING THE PURCHASE OF ANIMAL CONTROL SERVICES FROM
THE LARIMER HUMANE SOCIETY FOR 2011
AS AN EXCEPTION TO THE COMPETITIVE PURCHASING PROCESS

WHEREAS, Section 8-161(d)(1)(a) of the City Code authorizes the Purchasing Agent to negotiate the purchase of supplies and services without utilizing a competitive bidding process where the Purchasing Agent determines that only one responsible source exists; and

WHEREAS, the Purchasing Agent has determined that the Larimer Humane Society is the only responsible source for adequate professional animal control enforcement, public education, animal shelter and related care, transportation of animals, and pick-up and disposal of dead animals; and

WHEREAS, the Purchasing Agent has submitted the requisite justification for such determination to the City Manager for approval; and

WHEREAS, the City Manager has reviewed and approved the justification for this service; and

WHEREAS, the cost to purchase such services is \$843,995 for 2011; and

WHEREAS, Section 8-161(d)(3) of the City Code requires approval of this purchasing method by the City Council for items costing more than Two Hundred Thousand Dollars (\$200,000) prior to acquisition; and

WHEREAS, under Section 8-161(d)(4) of the City Code a procurement approved under Section 8-161(d) of the City Code may be used as the basis for a negotiated purchase of additional quantities of the same materials or services within a period of five years from the date of approval, although such subsequent procurements may be limited to a specific number of purchases or a period less than five years.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FORT COLLINS as follows:

Section 1. That the City Council hereby approves, as an exception to the City's competitive purchasing process, the purchase of animal control services for 2011 from the Larimer Humane Society for the operation and management of the animal shelter, including the maintenance and operation of all physical plant facilities necessary for the efficient operation of said shelter; the provision of necessary personnel trained in the area of animal control; the provision of uniforms to all animal control enforcement officers; and the provision of humane and modern vehicles for the safe transportation of animals, for a total payment of Eight Hundred Forty Three Thousand Nine Hundred Ninety Five Dollars (\$843,995) in twelve (12) monthly payments of \$70,332 for 2011, together with retained impoundment and license fees.

Section 2. That the Purchasing Director may use this approval as the basis for negotiating the additional purchase of animal control services from the Larimer Humane Society through 2015.

Passed and adopted at a regular meeting of the Council of the City of Fort Collins this 7th day of December A.D. 2010.

Mayor

ATTEST:

City Clerk