



# MEMORANDUM

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**Resolution 23-121, A Resolution of the City Council of Homer, Alaska Awarding the Contract for the Homer Animal Shelter Operation and Management Services to the firm of Homer Animal Services, LLC in the Amount of \$330,000 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** November 1, 2023  
**From:** Melissa Jacobsen, MMC, City Clerk

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The Request for Proposals (RFP) for operation and management of the Homer Animal Shelter was issued September 5, 2023. The purpose of the RFP was to solicit parties who are interested in the opportunity to manage and operate the Homer Animal Shelter and provide safe and humane treatment for all animals, in compliance with Homer City Code Title 20 and the Humane Society of the United States Standards for Operating an Animal Shelter.

One proposal was submitted from Homer Animal Services, LLC., the firm who is currently under contract and managing the shelter.

The submittal was evaluated by Police Chief Robl and Lieutenant Browning using the following criteria:

- Experience
- Business Plan
- Hours of Operation and Staffing
- Quality of Submittal

A memorandum from Chief Robl recommending award of the contract to Homer Animal Services, LLC is included.

**RECOMMENDATION:** Award the contract for operation and management of the Homer Animal Shelter to Homer Animal Services, LLC.