



CITY OF LA CROSSE

400 La Crosse Street
La Crosse, Wisconsin 54601
(608) 789-CITY
www.cityoflacrosse.org

EXHIBIT A

REQUEST FOR PROPOSALS: Due October 3, 2022

Domestic Animal Impoundment, Care, Redemption and Animal Disposition

I. SERVICE NEEDED:

The City of La Crosse will be incorporating animal control functions within the City of La Crosse Police Department. As part of this, the City of La Crosse is seeking proposal to fulfill the following functions/responsibilities:

- Accept any domestic animal taken into custody by City of La Crosse officials and provide adequate food, water, shelter and humane care. Domestic animals will be defined as animals that are habituated to living in or about the habitation of people and generally viewed as a pet. This will not include live stock or wild animals.
- Provide 24/7/365 access for City of La Crosse officials to the animal impoundment area/facility for animal drop off.
- Humane Care shall include daily custodial care to impounded animals and providing or arrange to provide any necessary and appropriate veterinary care/treatment.
- Redemption services would include working with City of La Crosse officials to identify, locate, and contact the animal's owner and facilitate the return or surrender of the animal. Per Wisconsin Statute 173.19, the minimum period to hold an animal for redemption would be 4 days.
- If redemption efforts fail after the applicable statutory redemption period, the animal would meet the State definition of an "Unclaimed Animal" and the shelter provider would proceed with one of the processes prescribed in Wisconsin Statute 173.23 "Disposition of Animal" which may include transfer of ownership or euthanizing the animal.
- Maintain adequate records consistent with Wisconsin Statute 173.17.

II. MINIMUM REQUIREMENTS

Service Providers submitting a proposal must be able to meet the following minimum requirements:

1. Provider must be a properly licensed and have all necessary permits and licenses as required by any and all applicable federal, state and local laws and regulations. Provider, at its sole expense, must obtain and maintain these permits and licenses during the term of the agreement.
2. Provider must comply with all federal, state and local laws; including but not limited to Wisconsin Statutes Chapter 173 and Wisconsin Statute 95.21, City of La Crosse Municipal Code 6-106 & 6-130, La Crosse County Code 11.31.

3. Provider must be a company duly formed and validly existing and in good standing under the laws of the State of Wisconsin and have the power and all necessary licenses, permits and franchises to own its assets and properties and to carry on its business.
4. Provider, at its sole expense, must obtain and maintain in effect at all times during the term of the agreement insurance coverage as set by the City of La Crosse standard terms and agreement.
5. Provider must have the ability to allow 24/7/365 access for City of La Crosse officials to the animal holding/housing area.
6. Place of animal impoundment must be within La Crosse County.
7. Provider must be able to enter into a written contractual agreement.

III. PROPOSAL SUBMISSIONS:

For proposals to be considered, they must:

1. Be expressed as a total annual cost to provide all services listed in section I
2. Be received by the City of La Crosse - City Clerk's Office by 9:00 am, October 3, 2022. Routed and labeled as:

Domestic Animal Impoundment Proposal
ATTN: City Clerk's Office
400 La Crosse Street
La Crosse, WI 54601

IV. PROPOSAL REVIEW, CONSIDERATION AND RIGHTS

The City reserves the right to negotiate with one or more Providers. The City further reserves the right to reject any and all proposals. The City will select the proposal that best meets the needs of the City. The agreement with the successful Provider must be approved by the Common Council and the proposal selected will be subject to that approval.