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(R-2009-97 Rev.) 203 -- 7/28 MECt

RESOLUTION NUMBER R-303971

DATE OF FINAL PASSAGE AUG 0 6 2008

A RESOLUTION OF THE CITY OF SAN DIEGO APPROVING THE PRELIMINARY STATEMENT OF WORK FOR DEAD ANIMAL REMOVAL SERVICES PROVIDED BY THE ENVIRONMENTAL SERVICES DEPARTMENT.

WHEREAS, in connection with the managed competition program, a Preliminary Statement of Work has been prepared for Dead Animal Removal Services provided by the Environmental Services Department; and

WHEREAS, the Preliminary Statement of Work is intended to document current service levels and specifications and to form the foundation for the comprehensive Statement of Work for Dead Animal Removal Services to be included in a future solicitation; NOW, THEREFORE,

BE IT RESOLVED, by the Council of the City of San Diego, that the Preliminary Statement of Work for Dead Animal Removal Services, as revised by the Council and attached hereto, and as described in detail in Report to the City Council No. 08-111, on file in the office of the City Clerk, is hereby approved.

BE IT FURTHER RESOLVED, that the above activity is not a project and therefore is not subject to the California Environment Quality Act pursuant to CEQA Guidelines section 15060(c)(3).

APPROVED: MICHAEL J. AGUIRRE, City Attorney

By for
Grace C. Lowenberg
Deputy City Attorney

(R-2009-97 Rev.)

GCL:mb
07/18/08
07/30/08 Rev.
Aud.Cert:N/A
Or.Dept:ESD
R-2009-97

I hereby certify that the foregoing Resolution was passed by the Council of the City of Diego, at its meeting of July 28, 2008.

ELIZABETH S. MALAND, City Clerk

By _____
Deputy City Clerk

Approved: 8-6-08
(date)

_____
JERRY SANDERS, Mayor

Vetoed: _____
(date)

_____
JERRY SANDERS, Mayor

R- 303971

Preliminary Statement of Work as approved by Council on July 28, 2008
Dead Animal Removal

Background

The City of San Diego's Dead Animal Removal function involves collection and disposal of dead animals from public rights-of-way (approximately 2,800 miles of streets and alleys). Dead animal collection serves a public health and safety function and is mandated by California Penal Code 372. Staff ensures roadway safety by removing the animals, and maintains public health by properly collecting and cleaning the affected area, as necessary. Staff also removes identification tags, if any, so owners can be notified, maintaining detailed logs of the collection location and animal type.

This service is provided 24 hours-a-day, seven days-a-week. Regular service is provided Monday through Saturday from 6:30 a.m. to 3:00 p.m. Dead animal removal outside of these hours is handled on an emergency (e.g., threat to public safety on roadways) call-out basis. Currently, emergencies occurring outside normal work hours average about once every two weeks.

The City of San Diego intends to acquire the services of a provider (City employees or outside vendor) to perform dead animal collections. These services will include:

- Collecting dead animals within one business day of a report being received (business hours are defined as Monday – Saturday, 6:30a.m. to 3:00 p.m.).
- Performing emergency collections[1] within three hours of notification.
- Bagging or otherwise enclosing the dead animal in a sealed container.
- Cleaning collection sites to remove all visible parts of the animal.
- Collecting dead animals in locations other than the right-of-way in special circumstances, for example when residents with special needs request assistance.
- Making referrals for other than special circumstance calls for services on private properties.
- Maintaining logs of animals picked-up, including annotating whether the animal was collected in a Multiple Species Conservation Program corridor.
- Disposing of collected animals the same day of collection. Animal disposal must be done in compliance with all applicable laws and regulations.[2]
- Attempting to notify pet owners at the point of collection in the event they would like to take the pet. Returning collected animals to owners, when logistically reasonable and when doing so does not cause adverse effect to other work day responsibilities. When immediate notification is not possible, notifying owners within one business day of collection.
- Responding to inquiries from pet owners regarding lost pets.

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[1] An emergency collection is defined as collection of a dead animal representing a hazard to a roadway or public health and safety.

[2] For instance, if an outside vendor provides this service, all dead ruminant livestock must be taken to a rendering facility and a Dead Hauler License must be obtained from the California Department of Food and Agriculture.

- Collecting any dead animals that are observed in the right of way while en route between work orders.

The anticipated annual workload specifications for this function include:

Total animals collected	3,360
Total emergency collections	26
Normal service hours:	Monday – Saturday, 6:30 a.m. – 3:00 p.m.
Emergency response	On call

Technical Delivery Standards

The City of San Diego expects the service provider (City employees or outside vendor) will perform these services while adhering to the following technical standards:

- Logs will be maintained that include: all work orders, dead animal collection activities, calls from Station 38 and other customers or stakeholders, and customer complaints.
- Birds that die of natural causes will be reported to the San Diego County Environmental Health-Vector Control Program; provided the bird is intact, not covered with ants, dead less than 24 hours and is one of the birds listed on their web site.
- Entries in logs that indicate an animal in a Multiple Species Conservation Program (MSCP) area will be copied and provided to the appropriate office in the Development Services Department for special review.

Performance Standards

The City of San Diego expects the service provider (City employees or outside vendor) to maintain the following performance standards:

- Respond to 95% of all service requests within one business day.
- Maintain customer satisfaction by ensuring that less than 0.5% work orders result in a customer complaint.