

INVITATION FOR REQUEST

FOR PROPOSAL

REQUEST FOR INTEREST NO. RFI 12-0123-6

“VETERINARIAN SERVICES FOR THE SAVANNAH-CHATHAM ANIMAL CONTROL
SHELTER AND RESCUE CENTER”

DATE ISSUED: OCTOBER 25, 2012

LETTERS OF INTEREST DUE BY: 2:00PM, NOVEMBER 7, 2012

THE COMMISSIONERS OF CHATHAM COUNTY, GEORGIA

PETE LIAKAKIS, CHAIRMAN

COMMISSIONER HELEN J. STONE

COMMISSIONER JAMES J. HOLMES

COMMISSIONER PATRICK O. SHAY

COMMISSIONER PATRICK J. FARRELL

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R. JONATHAN HART, COUNTY ATTORNEY

CHATHAM COUNTY, GEORGIA

“VETERINARIAN SERVICES FOR THE SAVANNAH-CHATHAM ANIMAL CONTROL SHELTER AND RESCUE CENTER”

REQUEST FOR INTEREST

1. INTRODUCTION

Purpose for this Request for Interest:

Savannah-Chatham Metropolitan Police Animal Control Unit is soliciting interest from veterinarians to provide medical treatment for all domesticated animals that fall under care, custody, or control of the SCMP Animal Control Unit and are housed within the Animal Control Facility.

Response to the Request for Interest (RFI) may lead to one or more of the following outcomes:

- A request for additional information from the RFI respondents;
- Direct negotiations with a respondent to this RFI;
- The issuance of a Request for Proposal (RFP), Invitation for Bid (BID) or Request for Qualification (RFQ) to one or more respondents;
- The issuance of an RFP or RFQ open to all potential respondents; or
- Termination of this solicitation process without the selection of a respondent or issuance of an RFP or RFQ.

2. BACKGROUND

The Chatham County Animal Control Unit is a unit within the Special Operations Division of the Savannah/Chatham County Metropolitan Police Department. It is a regulatory agency that serves to enforce the animal control ordinances adopted by the Chatham County Court of Commissioners, and to regulate the stray dog and cat population in Chatham County.

The sole purpose of the Savannah Chatham County Animal Control Shelter is to provide shelter for dogs and cats which were allowed to roam at large or do not have an owner, in short stray or abandoned animals. Animals that are known to be owned are released to the owner, along with a citation for any violation of the Chatham County's or Savannah's Animal Control Ordinances.

The role of the Humane Society of Greater Savannah is to provide for owned pets, which for whatever reason, are no longer can be kept by their owners. The Humane Society serves a vital role in providing for these animals, which fall outside the scope of services provided by Animal Control.

3. SCOPE OF SERVICE

Chatham County, Georgia, seeks to procure professional services for a veterinarian for the Chatham-Savannah Animal Shelter and Rescue Center. This will be a part-time position, and only Georgia-licensed DVMs who are willing to commit 20 hours per week should respond. Interested respondents should reply to this "Request for Interest" by providing a written statement of qualifications and experience in letter form of no more than three pages. Presented information should include the following: 1) Name of the respondent and legal structure whether as an individual consultant, firm or joint venture; 2) Address; 3) Contact information including telephone number and email address; 4) The respondent's qualifications which present his/her/firm's capability to complete the required services. 5) Three references. Besides medical services for stray cats and dogs, the veterinarian will be responsible for helping to develop protocols for the facility for general animal welfare. The veterinarian will sign an agreement as an independent contractor and not as a county employee. Chatham County reserves the right to negotiate multiple agreements but not to exceed 20 hours. Professional fees will be negotiated. Depending upon the level of interest and responses, Chatham County may require interviews and may exercise to terminate this "Request for Interest" and opt instead for a more expanded process of "Request for Proposals." Questions regarding this RFI can be sent to Lt. Brenda Boulware, Savannah-Chatham Metropolitan Police Department, Animal Control Unit, 7211 Sallie Mood Drive, Savannah, Georgia 31405, or via email Bboulware@Savannahga.Gov, or by telephone at (912) 525-3100 Ext. 1291. Responses should be mailed or delivered to Chatham County, Attn: Purchasing Office, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406, by 2 p.m. November 7, 2012

4. TERMS, CONDITIONS AND OTHER CONSIDERATIONS

1. All cost and expenses incurred by prospective vendors relating to their Request for Interest will be borne by the vendors.
2. Chatham County reserves the right to generate subsequent inquiries and/or expressions of interest concerning this or similar projects if deemed appropriate in the sole discretion of the County, or to request in writing new or additional information regarding each prospective vendor and its submission in response to this inquiry.

5. RFI SUBMISSION AND RESPONSE PROCESS

1. All communications regarding this RFI and any questions or requests for clarification regarding this RFI should be submitted in writing to the address below or emailed to ATPeters@chathamcounty.org or faxed to (912) 790-1627. All correspondence must reflect the RFI solicitation number. The deadline for all questions to be submitted is 72 hours prior to due date.

2. Please submit one (1) original and one (1) copy of your Letter of Interest. List the title and number of the RFI on the outside of the envelope and mail or hand deliver it to the address listed below:

Chatham County Purchasing and Contracting Division
Mr. Alton T Peterson Jr, Procurement Specialist
1117 Eisenhower Drive, Suite C
Savannah, GA 31406

LEGAL NOTICE

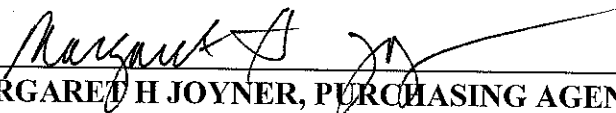
CC NO. 165362

Savannah-Chatham Metropolitan Police Animal Control Unit is soliciting interest from veterinarians to provide medical treatment for all domesticated animals that fall under care, custody, or control of the SCMP Animal Control Unit and are housed within the Animal Control Facility.. Request for Interest No. RFI 12-0123-6.

Letters of Interest are due by 2:00PM, NOVEMBER 7, 2012 and must be mailed or hand delivered to the Chatham County Purchasing Office, 1117 Eisenhower Drive, suite C Savannah, Georgia, 31406.

A copy of this Request for Interest is available in the Chatham County Purchasing Office, 1117 Eisenhower Drive, Suite C, Savannah, Georgia, 31406. For additional information concerning specifications, please contact Mr. Alton T. Peterson Jr, Procurement Specialist, at (912) 790-1621. Specifications can also be downloaded from the County's website at <http://purchasing.chathamcounty.org>

CHATHAM COUNTY RESERVES THE RIGHT TO REJECT ANY/AND ALL BIDS AND TO WAIVE ALL FORMALITIES. "CHATHAM COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER, M/F/H, ALL BIDDERS ARE TO BE EQUAL OPPORTUNITY EMPLOYERS".



MARGARET H JOYNER, PURCHASING AGENT

SAVANNAH NEWS/PRESS INSERT: November 1, 2012

Please send affidavit to:

Chatham County Purchasing & Contracting Department

1117 Eisenhower Drive, Suite C

Savannah, Georgia, 31406.

(912) 790-1621