

7.1.6 ANIMAL POUND AND AFTER HOURS SERVICES

(Contract No. 2025014)

Responsible Manager:	Greg Talbot, Manager Community Safety and Amenity
Responsible Director:	Peter Panagakos, Director City Development

RECOMMENDATION

That Council

- 1. Awards the tender to Victorian Animal Aid Trust for the provision of Animal Pound and After Hours Services, under Contract No. 2025014 for a combined lump sum and schedule of rates-based contract, with an estimated contract value of \$2,693,464 for the initial term (three years) and an estimated total contract value of \$5,723,243 inclusive of all available extension options.**
- 2. Authorises the Chief Executive Officer or her delegate to execute the contract agreement.**
- 3. Notes that the contract initial term will begin on 1 August 2025 for a period of three years ending on 31 July 2028. The contract also has one extension option of three years and authorises the Chief Executive Officer to approve the extension option subject to satisfactory performance for the City of Monash and**
- 4. Notes that the estimated schedule of rates contract values stated above are based on anticipated spend, inflation and growth.**

*** all dollar figures are GST Inclusive unless stated otherwise.***

INTRODUCTION

Council Officers have conducted a tender for the provision of animal pound and after-hours services.

BACKGROUND

Operating a pound facility is essential for Council to fulfill its statutory responsibilities related to animals, as mandated by the Domestic Animals Act 1994.

For over 20 years, RSPCA Victoria (Burwood) has operated pound facilities and provided an after-hours animal pick-up service on behalf of Council through a contractual arrangement, offering a convenient location for the Monash community.

Whilst acknowledging our long-standing partnership, RSPCA Victoria has notified officers that, due to a shift in their strategic business model, they will no longer provide pound facility services to Victorian Councils. Consequently, Council must now identify a suitable alternative pound facility to fulfill this role.

Although the current contract is set to expire on 1 September 2025, it includes an option for one further extension, ending 1 September 2026. Due to the importance of ongoing service delivery and the statutory obligation requiring Council to maintain a pound facility, officers have initiated

the tender process now to ensure an alternative service provider is identified and to ensure a smooth and timely transition between providers.

NOTIFICATION

A public notice was placed in The Age newspaper on 7 September 2024 and the tender closed on 23 October 2024.

TENDERS RECEIVED

One tender submission was received by the appointed closing time. The tender received being Victorian Animal Aid Trust.

TENDER CONFORMANCE

The tender submission was assessed for its compliance with the tender conditions including the contractual terms and conditions and the requirements of the response schedules. The tender submission was deemed conforming.

TENDER EVALUATION

All members of the evaluation panel signed Conflict of Interest and Confidentiality forms and no conflicts were raised. The tenderer was assessed in accordance with the evaluation criteria published in the tender documentation:

Pass/Fail Assessment Criteria	Score
Quality Systems	Pass/Fail
OHS	Pass/Fail
Mandatory Insurances	Pass/Fail
Compliance with Specification & Scope Requirement Schedule	Pass/Fail

	Key Selection Criteria	Criteria Weightings
Qualitative Criteria (50%)	Capacity and Capability	20%
	Project Timelines or Other Criteria	10%
	Sustainability (Mandatory)	20%
Quantitative Criteria (50%)	Price (Mandatory)	50%

DISCUSSION

It is important to acknowledge that the number of pound operators is limited across metropolitan Melbourne and more broadly across the State. While there are multiple operators, including Council-owned and operated pounds, these facilities are already operating at capacity and this may explain why only one tender submission was received.

The only tender received was from the Victorian Animal Aid Trust who operate a pound facility in Coldstream, roughly 40 kilometers to the northeast of Monash. In addition to being able to deliver an after-hours service the pound meets the high standards required under the provisions of the Code of Practice for the Management of Dogs and Cats in Shelters and Pounds.

Constructing and operating a pound in-house has been considered but is not feasible.

The final evaluation of the Victorian Animal Aid Trust tender, including both price and non-price criteria, was found to be acceptable and despite its distance from Monash, the evaluation panel recommends the Victorian Animal Aid Trust as the best value outcome for the Council.

It is recommended that the contract commence on 1 August 2025. To ensure a seamless transition, officers will develop a comprehensive plan in collaboration with the RSPCA and Animal Aid, leveraging their support and expertise.

FINANCIAL IMPLICATIONS

The cost breakdown for this service includes a lump sum and schedule of rates for the services provided, and an estimated cost for after-hours services.

The contract has an estimated contract value of **\$2,693,464** for the initial term and an estimated total contract value of **\$5,723,243** inclusive of all available extension options

It should be noted that the estimated values above are based on anticipated spend, inflation and growth.

Provision exists in the operating budgets for 2025/2026 and will need to be provided for through to 30/31 financial years for the continuation of the service by contract.

SUSTAINABILITY OUTCOMES

1. Environmental Sustainability: Animal Aid have committed to environmental sustainability by recently completing a wetlands and walking trails project to facilitate the improvement of waterflow to a nearby creek. Additionally, measures are underway to redevelop their buildings to be environmentally efficient including 420 solar panels.
2. Local Sustainability: While Animal Aid don't have a relationship with substantial suppliers in the City of Monash, should opportunity present they have indicated they would be pleased to appoint local suppliers where there is benefit.
3. Social Sustainability: Victorian Animal Aid operate three (3) opportunity shops to recycle unwanted items. These shops often price second-hand goods affordably to support individuals affected by social factors.



GENDER IMPACT ASSESSMENT

A GIA was not completed as part of the tender process for this service. Gender related questions were asked within the tender's returnable schedule and were considered when evaluating against the qualitative responses.

CONCLUSION

That Council approves the recommendations contained within this report.

ATTACHMENT LIST

Nil