

**THE CORPORATION OF  
THE TOWNSHIP OF AUGUSTA**

**REQUEST FOR PROPOSAL  
FOR  
Canine Control**

**Proposals Due: February 24, 2010**

## **Request for Proposal**

The Township of Augusta is seeking proposals from experienced individuals to provide canine control for the Township. The ideal contractor would be able to provide at least the following duties:

- provide pick up and seizure for injured, stray and dangerous dogs within the Township of Augusta;
- provide active enforcement of the Township bylaw relating to canine control including the selling of dog licence tags;
- respond to complaints regarding injured or dangerous dogs;
- provide shelter services, including feeding, boarding and exercise, for dogs seized;
- provide humane treatment of all dogs while in shelter;
- provide basic first aid services, and obtain licensed veterinary care if required and approved by the CAO;
- maintain accurate records of all activities, business transactions, monies received and monies paid out in the performance of this agreement; such records shall include but not be limited to:
  - o a 'Call Log' to be used for recording all general complaints;
  - o a 'Found Log' to be used for recording all animals found;
  - o an 'Animal Log' to be used for recording all animals surrendered for adoption;
  - o a 'Licence Log' to be used for recording all dog licences sold by the contractor.
- provide a monthly operations report in a manner acceptable to the CAO;
- maintain adequate staff levels to ensure all services outlined in the contract are provided in an efficient and professional manner.

## **Qualifications**

Interested qualified firms or individuals should submit, in writing, their proposals addressing the following:

- o History of the firm, ownership, years in business,
- o References (please provide at least 3, noting the services provided and when).
- o Knowledge of the Township.
- o Services you are prepared to offer the Township.
- o Fees for services.
- o Availability

### **Submission Address**

Proposals must be labeled "RFP – Canine Control" and submitted to:

Richard Bennett - CAO  
Corporation of the Township of Augusta  
3560 County Rd 26, RR2  
Prescott, ON K0E 1T0  
Tel: (613) 925-4231 Fax: (613) 925-3499

### **Closing Date**

To be considered, the Request for Proposal (RFP) must be received at the submission address by, **February 24, 2010**, at 11:00 AM local time.

### **Municipality's Rights**

The Municipality reserves the right to reject any or all proposals or to accept any proposal should it be deemed in the interest of the Municipality to do so. In particular, if only one proposal is received, the Municipality reserves the right to reject it.

By submitting a proposal, the bidder acknowledges that it shall have no claim against or entitlement to damages, from the Municipality by reason of the Municipality's rejection of its proposal or all proposals.