

Boone County Purchasing

Liz Palazzolo
Senior Buyer



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MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, CPPO, C.P.M.
DATE: 2/28/24
RE: Award of Contract C000751 from RFP 04-20FEB24 for Law Enforcement Dogs
- Term and Supply for the Boone County Sheriff's Office

Purchasing requests approval of Contract C000751 that results from Request for Proposal 04-20FEB24. Said RFP solicited proposals for Law Enforcement Dogs for the Boone County Sheriff's Office. Only one proposal and one "No bid" were received:

- (1) Shallow Creek Kennels, Inc. of Sharpsville, Pennsylvania
- (2) Galls, Inc. of Lexington, Kentucky (No Bid)

The proposal has been reviewed by Captain Brian Leer of the Boone County Sheriff's Office along with the Purchasing Department. It was decided to add a requirement to the RFP regarding the purchase of related dog supplies. This was accomplished issuing Best and Final Offer Request #1 which is allowed under the negotiation terms for the RFP. By accepting Best and Final Offer #1, the County will be allowed to purchase related dog supply items like collars and leashes from the contract.

The contract period will run from March 18, 2024 through March 17, 2025 with three (3) one-year renewal options available after this initial period.

This is considered a Term and Supply contract for the Sheriff's Office. Purchases will be made as needed, if needed. A total of \$9,300.00 has been budgeted for the current fiscal year. Payments will reference the following coding:

- 2570 - Sheriff K9 Operations Fund Activity/Account 23010 - Detention Enforcement Supplies

/lp

Attachment – Bid Tab
cc: Contract File