

AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO SIGN A SOLE SOURCE CONTRACT FOR THE PURCHASE OF SERVICES WITH DANE COUNTY HUMANE SOCIETY FOR 2026

**Fiscal Note from City**

The proposed resolution authorizes a sole source contract with the Dane County Human Society through the remainder of 2026. The cost of the contract will depend on the quantity and type of services provided but is expected to total approximately \$800,000 based on services provided in 2025. Public Health’s 2026 adopted operating budget includes \$390,000 for the contract. Amounts over the budget will be supported by underspending within Public Health’s budget and/or the use of additional fund balance. Public Health’s actual spending versus its budget will be monitored through the City’s mid-year and year-end budget projection process. Any requests to transfer budget or authorize additional fund balance will require approval in accordance with the terms of the intergovernmental agreement between the City and the County.

WHEREAS, Public Health Madison & Dane County (Public Health) through its Animal Service Program has the authority and obligation to enforce several Wisconsin Statutes, Dane County and Madison ordinances related to crimes against animals, animal control, and animal care; and

WHEREAS, since approximately 2018, Public Health has held a contract with the Dane County Humane Society (DCHS) to provide care, treatment, and humane disposal of stray, abandoned, and impounded companion, livestock and exotic animals within the geographic limits of Dane County and the City of Madison; voluntarily surrendered animals when initiated by Public Health, rabies related services for stray, abandoned, impounded, and wild animals known to have bitten a person or believed to be afflicted by or exposed to the rabies virus, and related services; and

WHEREAS, the Intergovernmental Agreement creating the joint city-county health department requires Public Health to City of Madison purchasing and fiscal rules when purchasing services for the joint department, and the Board of Health for Madison and Dane County endorsed that process by Board resolution in 2008; and

WHEREAS, the City’s purchasing rules are in Section 4.26 of the Madison General Ordinances. Under MGO 4.26(4)(a) a service contract over \$75,000 that was not competitively selected must be approved by the Common Council and must meet one of the exceptions in MGO 4.26(4)(b); and

WHEREAS, while DCHS was selected through an RFB issued by City Purchasing in 2024, the pricing has changed such that it can no longer be said that the 2026 contract was negotiated through that competitive process; and

45 WHEREAS, Public Health, City and County staff have negotiated a short-term contract  
46 with DCHS to continue these services through the end of 2026. Highlights of new pricing  
47 include a \$375 flat fee for stray and abandoned animals, and \$450 for impound services  
48 for one week. The flat fee price is per animal for dogs, cats, and livestock, or for a group  
49 of small animals. Both flat fees include admitting, care days during holding period,  
50 redemption services, medical services (in-house and external), euthanasia, or placement  
51 services. The negotiated fees also include line-item per service fees for microchipping  
52 cats, UW transport, rabies observation and testing, forensic services, owner-requested  
53 euthanasia of dangerous animals, and a penalty fee for impounded animals that Public  
54 Health fails to pick up after ten (10) days; and

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56 WHEREAS, Public Health estimates the total contract cost with this new pricing for the  
57 remainder of 2026 to be approximately \$800,000 based on 2025 data; and

58 WHEREAS, for the reasons stated on the attached Non-Competitive Selection Request Form,  
59 Dane County Humane Society is the only contractor in the area that can currently provide the  
60 combination of necessary services described above, thereby meeting the exception of MGO  
61 4.26(4)(b)2., “the service required is available from only one person or firm”.

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63 NOW, THEREFORE, BE IT RESOLVED, that the Common Council hereby authorizes the  
64 Director of Public Health to sign a sole source contract for purchase of services with the Dane  
65 County Humane Society for the period of April 1, 2026 through December 31, 2026, for the  
66 purpose and at the price described above.