

**AMENDMENT NO. 1 TO FORM OF CONTRACT**

Contractor: **LifeLine Animal Project, Inc.**  
Contract No.: **17RFP08092017CBKJ, Animal Services**  
Address: **3180 Presidential Drive**  
City, State **Atlanta, GA 30340**  
Telephone: **4042722305**  
Email: **rguinn@lifelineanimal.org**  
Contact: **Rebecca Guinn**  
**CEO**

**WITNESSETH**

WHEREAS, Fulton County ("County") entered into Contract 17RFP08092017C-BKJ ("the Contract") with Lifeline Animal Project, Inc. ("the Contractor") to provide Animal Control Services, dated January 1, 2023, on behalf of the Department of Emergency Management; and

WHEREAS, the County and the Contractor agree to amend Contract 17RFP08092017C-BKJ to increase the contract amount by an amount not to exceed \$300,000 to include the transition and move to the new Fulton County Animal Services Facility, dated 10-01-2023, on behalf of the Emergency Management department; and

WHEREAS, funding for additional resources for the transition and operations of the new Fulton County Animal Service Facility is needed; and

WHEREAS, the Contractor has performed satisfactorily over the period of the contract; and

WHEREAS, this amendment to the Contract was approved by the Fulton County Board of Commissioners on November 1, 2023 and BOC# 23-0786.

**NOW, THEREFORE**, the County and the Contractor agree as follows:

This Amendment No. 1 to Form of Contract is effective as of the 1st day of October 2023, between the County and LifeLine Animal Project, Inc., who agree that all Services specified will be performed in accordance with this Amendment No. 1 to Form of Contract and the Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** LifeLine will begin operating the new Fulton County Animal Services Facility while continuing to operate the existing Fulton County Animal Shelter during the transition period to the new facility. Both facilities are anticipated to be open simultaneously for up to 90 days in an effort to adopt-out animals in the existing shelter to minimize the number of animals transferred to the new facility. This will limit cross-contamination between the two facilities. To support this effort, new staff will be onboarded and trained to manage the transition of animals and operate the new facility.
2. **COMPENSATION:** The services described under Scope of Work herein shall be performed by Contractor for a total amount not to exceed \$300,000.00(Three Hundred Thousand Dollars and No Cents).
3. **LIABILITY OF COUNTY:** This Amendment No. 1 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chair to the Commission, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF AMENDMENT NO. 1 TO FORM OF CONTRACT:** Except as modified by this Amendment No. 1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

**[INTENTIONALLY LEFT BLANK]**

**IN WITNESS THEREOF**, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

**OWNER:**

**CONSULTANT/CONTRACTOR:**

**FULTON COUNTY, GEORGIA**

**LifeLine Animal Project, Inc.**

DocuSigned by:  
*Robert L. Pitts*  
14E1B4AA5F6A44A  
Robert L. Pitts, Chairman  
Fulton County Board of  
Commissioners

DocuSigned by:  
*Rebecca Guinn*  
AABFB6077AB0420...  
Rebecca Guinn  
CEO

**ATTEST:**

**ATTEST:**

DocuSigned by:  
*Tonya Grier*  
EEC476C4837648D...  
Tonya R. Grier  
Clerk to the Commission  
  
(Affix County Seal)



DocuSigned by:  
*Miller Wood*  
D69B35A4C33246C...  
Secretary/  
Assistant Secretary  
  
(Affix Corporate Seal)



**APPROVED AS TO FORM:**

**ATTEST:**

DocuSigned by:  
*Dennal Stewart*  
2B574504AFF0480...  
Office of the County Attorney

Notary Public

**APPROVED AS TO CONTENT:**

County: \_\_\_\_\_

DocuSigned by:  
*Joe Barasoain*  
C4D9F042EC21461...  
Matthew Kallmyer Joe Barasoain sign on behalf of  
**Emergency Management**

Commission Expires: \_\_\_\_\_  
(Affix Notary Seal)

<b>ITEM#:</b> _____ <b>RCS:</b> _____	<b>ITEM#:</b> 23-0786 <b>RM:</b> 11/1/2023
<b>RECESS MEETING</b>	<b>REGULAR MEETING</b>



August 30, 2023

VIA EMAIL

Matthew Kallmyer  
Director / Chief  
Emergency Management & Homeland Security  
130 Peachtree Street SW  
Atlanta, Georgia 30303

Re: New FCAS Shelter Staffing and Transition Costs

Dear Mr. Kallmyer:

For the transition and move to the new Fulton County Animal Services shelter and operation of the new facility, LifeLine Animal Project submits the following request for compensation to cover additional necessary staffing and initial supply costs:

Additional Staffing

As we've discussed, LifeLine proposes to operate both the old and new facilities simultaneously for up to 30 days in an effort to place animals in the old shelter – through and adoption, transfer to rescue or foster – to minimize the number of animals transferred from the old shelter to the new facility and limit cross-contamination of the new facility as much as possible.

Ideally, new staff needed to manage the transition and operate the new facility will be onboarded for training beginning October 1, 2023, for an opening date of November 1, 2023.

10	Animal Care Specialists
2	Animal Care Supervisors
3	Placement Support Personnel
4	Client Care/Community Support
1	Veterinarian (budgeted at half-time to bring total to two full-time veterinarians)
2	Veterinary Technicians/Assistants
<hr/>	
22	Total

Estimated cost, October-December 2023, additional staffing: \$270,000

Supplies

Attached are lists of supplies, including certain equipment, needed for the new building. As you have directed, we plan to move very few items from the old shelter to the new building to avoid contamination. Some of the items listed are already being purchased by Fulton County through the construction phase, and some would be purchased by LifeLine under the current contract in normal operations. As we do not have sufficient information to determine exactly what supplies and equipment we will need to purchase, we are estimating a cost of \$30,000 for initial animal care and

veterinary supplies. We are available to go through these lists with the project management team to determine exactly what we will need to purchase for the new building, what items we would be purchasing through the current contract in any case, and what is being purchased by Fulton County. Pending this review, we can amend the estimate as needed.

Estimated cost, initial start-up supplies: \$30,000

Total request for transition: \$300,000

Thank you for this opportunity. We are honored to be a part of this exciting transition for Fulton County.

Respectfully submitted,



Rebecca Guinn  
Chief Executive Officer

Attachments:  
Supplies Needed for New Shelter, Animal Care and Intake  
Supplies Needed for New Shelter, Clinic

**Supplies needed for the new Shelter prior to November 1, 2023:**

**Animal Care: Dogs**

- Water bowls
- Carabiners to attach water bowls
- Food bowls
- Food containers (large trash cans)
- Food scoops/measuring cups
- Kuranda Beds
- Food (canned and dry)
- Dog toys/enrichment
- Common canine antibiotics pain management
- Medication Holding containers
- Medication envelopes
- Bravecto
- Towels
- Poop scoops
- Catch poles
- Hoses
- Hose nozzles
- Squeegees
- Scrub brushes
- Mop Buckets
- Dish soap
- Rescue cleaner 5 gallon
- Rescue pump
- Rescue 1 gallon
- Plastic putty knives
- Trash cans
- Trash can liners
- Scissors
- Computers
- Large Spoons
- Clip boards
- Pens
- Gloves
- Dish scrubbing brushes
- Glass cleaner
- Laundry carts

**Dog Intake**

- DHPP VAX
- Bordetella VAX
- Ivermectin
- Sharps containers
- Frontline
- Capstar
- Pyrantel
- Leashes
- Scanner
- Large animal scale
- Shampoo
- Nail trimmers
- Gauze
- Ear cleaner
- Muzzles
- Leashes
- Identification Collars
- Syringes Various sizes with and without needles
- Heartworm tests
- Parvo tests
- Giardia tests
- Paper various colors
- Pens/markers
- White Board
- Computer
- Camera
- Laminator/laminating paper
- Rescue spray bottles
- Hose with nozzle
- Rescue hose attachment
- Towels
- Hand towels
- Alcohol
- Hydrogen peroxide
- Gauze
- Gloves
- Trash cans
- Trash can liners
- Laundry hamper
- Eye hook

## **Animal Care: Cats**

- Water bowls
- Food bowls
- Litter pans
- Litter
- Gloves
- Cat nets
- Food containers
- Can and dry food
- Mop buckets/mops
- Trash cans
- Trash can liners
- Paper towels
- Glass cleaner
- Towels
- Hand towels
- Towels
- Cat toys/enrichment
- Common feline antibiotics
- Tongue depressors

## **Cat Intake:**

- FVRCP
- Sharps containers
- Strongid
- Ponazuril
- Combo Tests
- Frontline
- Small animal scale
- Capstar
- scanner
- Syringes with needles (1ml/3ml)
- Spray bottle rescue
- Hand towels
- Laundry hamper
- Trash can
- Computer
- Camera
- White Board
- Pens/markers
- Paper (various colors)
- Staplers
- Gloves

**Clinic Needs for New Shelter:**

- Prep tables
- Surgery tables
- Surgical packs
- Refrigerator
- Autoclave
- Instrument cleaner
- Instrument milk
- Microscope
- Microscope slides
- Microscope slip covers
- Fecasol
- computers
- Trash cans
- Trash liners
- Pill bottles/ envelopes
- Prescription labels
- Suture (0, 2-0, 3-0 reels)
- Surgical glue
- Oxygen tanks
- Anesthesia machines
- Anesthesia circuits
- Anesthesia masks
- Anesthesia rebreathing bags
- Anesthesia
- Isoflurane
- Pulse ox
- ET Tubes
- ET Tube holding shelf
- ET Tube drying shelf
- Eye lube
- Tube ties
- Tube drying rack
- Tube cleaning brushes
- Surgical gloves
- Surgical caps
- Surgical masks
- F/air canisters
- Soda Lime
- Instrument brushes
- Two shelf wheeled cart
- Clippers
- Clipper spray
- Slipper blades
- Small shop vac
- Microchips
- Scanners
- Stretcher
- Scales (large and small animal)
- Large scale
- Drug safe
- Stethoscopes
- Needles (various sizes)
- Syringes (various sizes with and without needles)
- Sharps containers
- IV Lines
- IV stands
- Leashes
- Muzzles
- Pens/Markers
- White Boards
- Scissors
- Tape and tape dispensers
- Microchips
- Scanners
- Brown envelopes
- Updated CTDs
- Gauze
- Bandages
- Vet Wrap
- First Aid Kits
- Pack wraps
- Instrument cleaning containers
- Heating pads
- Heating blankets
- V Trays
- Table mats
- Floor mats



- Sheets
- Cauterizing machine
- 5 gallon metal buckets
- Chlorhex solution/scrub
- Alcohol
- Hydrogen peroxide
- E Collars (various sizes)
- Gauze string
- Tongue depressors
- Cotton tip applicators
- Gauze
- Containers for Gauze
- Containers for mixed chlorhex scrub and solution
- Laundry hampers
- Gowns
- Shoe covers
- Hoses
- Hose nozzles
- Rescue cleaner sprayers (bottle and hose attachment)
- Mops buckets and mops
- Towels
- Common Medications
  1. Doxy
  2. Azithro 250mg
  3. Ace (injectable and tablets)
  4. Amoxi 250mg 500mg
  5. Amoxicillin/Clav 50mg
  6. Amoxicillin/Clav 875mg
  7. Amoxicillin/Clav drops
  8. Bravecto topical/tablets
  9. BNP BNP w/dex BNP-HC
  10. Baytril
  11. Cefazlin
  12. Cephalexin  
250mg/300mg/500mg
  13. Cerenia
  14. Convenia
  15. Fatal plus
  16. Fipronal
  17. Furoside
  18. Gabapentin 100mg/300mg
  19. Gent Drops
  20. Fortiflora
  21. Ketamine
  22. LRS
  23. Medicated shampoos
  24. Metronidazole
  25. Nutrical
  26. Pyrantel
  27. Panacur
  28. Ivermectin
  29. Telazol
  30. Carprofen
  31. Secnidazole
  32. Terbinafine
  33. Xylaket
  34. Midazolam
  35. DHPP VXS
  36. Bordetella VXS
  37. FVRCP VXS
  38. Lepto VXS
  39. Rabies VXS
  40. Heartworm tests
  41. Parvo tests
  42. Giardia Tests
  43. Feline Combo tests
  44. Lipp
  45. PPO
  46. Panacur Liquid/granuales
  47. Pyrantel
  48. Zymox
  49. Atropine
  50. Lidocaine