

Request for Proposal (RFP):

Project Title: Veterinary and Housing Services

Entity: Morgan County

Solicitation Number: RFP-2026-ANM-CTRL

Issue Date: January 20, 2026

Closing Date: February 11th, 5:00 PM MST

1. SUMMARY & PURPOSE

Morgan County is soliciting proposals for a five-year fixed-rate contract to provide comprehensive housing and clinical veterinary services for animals impounded by County Animal Control. The County seeks a partnership with a vendor capable of managing all canine-related operations for a predictable, flat monthly fee.

2. SCOPE OF WORK & RESTRICTIONS

This contract is limited strictly to domestic dogs (*Canis familiaris*).

- **Feline Exclusion:** The County does not provide animal control, housing, or medical services for cats. The Contractor shall not intake, house, or treat cats under this agreement.
- **Housing & Husbandry:** Provision of secure, climate-controlled kennel space, daily feeding, sanitation, and exercise for all dogs impounded by the County.
- **Clinical Care:** Routine intake exams. Any core vaccinations, parasite treatment, emergency triage, or spay/neuter surgeries are out of scope and require prior authorization by the County Sheriff.
- **Humane Euthanasia:** When medical necessity, severe behavioral issues, or public safety mandates, the Contractor shall provide humane euthanasia. This must be performed by a licensed veterinarian or a state-certified euthanasia technician in accordance with the 2026 **AVMA Guidelines for the Euthanasia of Animals**.
- **Carcass Disposal:** The Contractor is responsible for the professional and sanitary disposal of all remains. This includes all costs associated with incineration or communal cremation services in compliance with state environmental and health regulations.
- **Forensic:** Forensic exams for cruelty cases, including necessary court testimony.

3. COMPENSATION MODEL: FIXED MONTHLY FEE

The County will not pay per-animal or per-procedure fees. Bidders must submit a single, **all-inclusive flat monthly fee** that the above scope regardless of intake volume.

4. MINIMUM REQUIREMENTS

- **Licensure:** Evidence of a valid state veterinary license and facility permits compliant with 2026 standards.
- **Insurance:** Comprehensive general liability and professional malpractice insurance (minimum \$1,000,000 per occurrence).
- **Facility Capacity:** Demonstration of sufficient kennel space to meet the County's historical average monthly canine volume.

5. REPORTING AND COMPLIANCE

The Contractor must maintain digital records for all animals, tracking intake, medical history, and final disposition. Monthly reports must be submitted to the County to ensure compliance with the **National Animal Care & Control Association (NACA)** best practices and local ordinances.

6. SUBMISSION

- Bidders must submit their proposed **Flat Monthly Rate** along with a percentage discount on services out of scope. Failure to provide a single-rate fixed fee will result in disqualification.
- **Submission Deadline:** February 11th, 2026 5pm MST
- **Place of Submission:**
 - **Hard Copies:** Morgan County Manager, 48 W Young Street – Box 886, Morgan, UT 84050.
 - **Email:** kbecker@morgancountyutah.gov

7. INCOMPLETE or LATE PROPOSALS

Proposals that are determined to be incomplete, or that are turned in after the deadline may be rejected.

8. DISCLAIMER

The County reserves the right to reject any and all proposals or re-bid the project. The County also reserves the right to waive any or all informalities in proposals. Morgan County reserves the right to negotiate a final term with the successful proponent.