

“EXHIBIT A”

SCOPE OF WORK – Veterinary Services for the VACC

Contractor shall provide veterinary medical services in accordance with the terms and conditions stated herein. All medical services, supplies, and resources provided under this contract are to be limited to animals under the care, custody, or control of the City of Visalia. Contractor's services are limited to the following:

- A. Maintain current Visalia Animal Care Center (VACC) premise permit as required by Title 16 §2030-2030.3 "Minimum Standards" of the California Code of Regulations, as applicable.
- B. Maintain a current DEA issued Controlled Substance Permit in accordance with the Title 21 United States Code (USC) Controlled Substances Act, and periodically review logs for proper documentation and compliance with regulations, working with City management for any corrective actions found necessary.
- C. Contractor to oversee and provide any necessary training for the City's wellness program for sheltered animals. This may include but is not limited to:
 - a. Medical Protocols for incoming animals such as routine vaccinations on intake, rabies vaccinations, addressing health issues or prescribing medications.
 - b. Review of records and documentation to ensure compliance with State and Federal Regulations.
 - c. City, or it's designated agent, will provide the following resources for the wellness program:
 - 1. Staff to perform administrative tasks resulting from this service, and
 - 2. All necessary medical instruments, supplies and materials, and
 - 3. On-site space for non-surgical medical services and proper storage of all necessary supplies and equipment.
- D. Contractor to complete regular site visits to review animal care, site conditions, and compliance with proper veterinary procedures.
- E. Contractor will provide limited animal health consultation services either in person, or remotely, directing care as needed for VACC sheltered animals.
- F. Provide training and certification of VACC staff for the proper dispensing of medications, and humane euthanasia of animals to include, but not be limited to:
 - a. The proper storage and dispensing of medications to be administered by Animal Care staff, and
 - b. Coursework and training to prepare students for the demands, responsibilities, and process of humane euthanasia, and
 - c. Oversight and direction of hands-on humane euthanasia training to be provided by certified staff, and
 - d. Observation and evaluation of student progress throughout the training period, and
 - e. Certification of students successfully completing humane euthanasia training.
- G. Perform surgical sterilization of adopted, rescued, and redeemed animals twice a week, or as needed.
 - a. Contractor will establish the number and type of animals to be scheduled.
 - b. Contractor will provide their own surgical site and technician to assist with surgery.
 - c. City will provide administrative support as needed.
 - d. The schedule for this service will be mutually agreed upon between Contractor and City.
- H. Perform and record Health Certifications as needed for the transport of animals to rescue organizations across state lines.

SPECIFIC COMPLIANCE

The Bidder awarded the Contract derived from this proposal will be required to abide by all applicable Federal and State laws and regulations, including, but not limited to:

- California Code of Regulations Title 16, §2030-2030.3
- Title 21 United States Code (USC) Controlled Substances Act (DEA Controlled Substance Permit)