



**Purchasing Department**  
140 Stonewall Avenue West, Ste 204  
Fayetteville, GA 30214  
Phone: 770-305-5420  
www.fayettecountyga.gov

May 17, 2024

Subject: Request for Information 2419-I: Animal Shelter Facility & Operations Enhancements

Gentlemen/Ladies:

Fayette County, Georgia invites you to respond to our Request for Information for improvements and enhancements to the county Animal Shelter facility and operations.

Address any questions you may have about this request for information to Natasha Duggan via email to [nduggan@fayettecountyga.gov](mailto:nduggan@fayettecountyga.gov) or fax to (770) 719-5150. **Questions will be accepted until 3:00 p.m., Thursday, May 30, 2024.**

Purchasing Department office hours are Monday through Friday 8:00 a.m. to 5:00 p.m. The office telephone number is (770) 305-5420.

Please return your response to the following address:

Fayette County Purchasing Department  
140 Stonewall Avenue West, Suite 204  
Fayetteville, Georgia 30214

RFI Number: **2419-I**

RFI Name: **Animal Shelter Facility & Operations Enhancements**

**Reponses will be accepted until 3:00 p.m., Tuesday, June 11, 2024,** in the Purchasing Department, Suite 204.

If you download this request for information from the County's web site, it will be your responsibility to check the web site for any addenda that might be issued for this solicitation. The County cannot not be responsible for a vendor not receiving information provided in any addendum.

Sincerely,

Ted L. Burgess  
Chief Procurement Officer

# Request for Information # 2419-I

## Animal Shelter Facility & Operations Enhancements

### **OBJECTIVE**

Fayette County, Georgia seeks to acquire information regarding improvement and enhancement of its Animal Shelter facility and operations. The goal is to achieve the best outcomes for dogs, cats, and other animals that receive shelter services. We wish to explore improvements to facility design and layout, infectious disease management and prevention, sanitation, animal behavior and mental well-being, and all other aspects of caring for shelter animals.

### **BACKGROUND**

The County recently constructed a new Animal Shelter which is located at 1127 Georgia Highway 74, Peachtree City, GA 30269. It is a one-story, 6,000 square foot building. The property consists of approximately five acres of land.

The new Shelter has 24 kennels for adult dogs and 12 kennels for puppies. It has 20 cat condos. There are Restricted Observation Rooms with a capacity of 10 dogs and 11 cats.

A Phase 2 development is planned, which will consist of an outside park with various walking paths encircling the new shelter. It will be lined with shade trees, benches, and waste stations for dog waste. Phase 2 will also include a 600 square foot Livestock Building with built-in stalls.

### **STATEMENT OF NEED AND REQUESTED INFORMATION**

With advancements in shelter science and the evolution of animal sheltering in the last few years, the County wishes to use this opportunity to build on the improvements we have begun in our shelter operations. We will explore improvements to facility design and layout to make the best use of the shelter and grounds; infectious disease management and prevention, including up-to-date protocols for cleaning and sanitation; meeting of animal's emotional and behavioral needs; population management and animal handling practices; and all other aspects of caring for shelter animals.

We request recommendations for an optimal fresh air intake system to minimize odors and infectious airborne contaminants inside the facility.

With adequate information and partners who are subject matter experts, our goals are to assess the current shelter program, then identify, prioritize, and implement improvements to the facility and operations as resources allow.

We request information on specific improvements, or suggestions for review of current conditions and consultation for developing a plan of action.

## **RESPONSE GUIDANCE**

The County welcomes your suggestions toward meeting the needs stated above. In order to facilitate your reply, no specific response format is required or requested. Please return the attached "Company Information" form with your response.

Responses received by 3:00 p.m. on Tuesday, June 11, 2024, will be included in our review and formulation of next steps. Information received after June 11, 2024, may not be available in time to receive consideration, as time is an important factor in this initiative.

We appreciate your interest in promoting the safety, health, and well-being of animals in the County's care. We look forward to reviewing your information and exploring possibilities for improvement.

*Please note: This RFI is issued to obtain information and assist the County with planning enhancements to the program. It does not represent a solicitation, and does not constitute a Request for Proposals, an Invitation to Bid, or similar form of solicitation.*

**COMPANY INFORMATION**  
**RFI #2419-I: Animal Shelter Facility & Operations Enhancements**

**A. COMPANY**

Company Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

\_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

\_\_\_\_\_

Website (if applicable): \_\_\_\_\_

**B. PROJECT CONTACT PERSON**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_