ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE

Regular Animal Resource Center of the Inland Empire Board Meeting
FEBRUARY 6, 2025

Ontario City Hall
303 E. B St. Ontario, CA 91764

CHAIR PAUL S. LEON • VICE CHAIR CURTIS BURTON • DIRECTOR DEBRA PORADA

SECRETARY CLAUDIA Y. ISBELL • TREASURER/CONTROLLER ARMEN HARKALYAN
EXECUTIVE DIRECTOR CLINTON THACKER • BOARD ATTORNEY NICHOLAUS NORVELL

WELCOME TO A MEETING OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE

All documents for public review are on file with the Records Management/City Clerk's Department located at 303 East B Street, Ontario, CA 91764.

Anyone wishing to speak in person during public comment or on a particular item will be required to fill out a blue slip. Blue slips must be turned in prior to public comment beginning or before an agenda item is taken up. The Secretary will not accept blue slips after that time. Speakers will be alerted when they have 1 minute remaining and when their time is up. Speakers are then to return to their seats and no further comments will be permitted.

In accordance with State Law, remarks during public comment are to be limited to subjects within Board's jurisdiction. Remarks on other agenda items will be limited to those items. Remarks from those seated or standing in the back of the chamber will not permitted. All those wishing to speak including Board and Staff need to be recognized by the Chair before speaking.

ACCOMMODATIONS

If you need special assistance or accommodations to participate in this meeting, please contact the Ontario City Clerk's office at 909-395-2009. Notification of 48 hours prior to the meeting will help the City make reasonable arrangements. Equipment for the hearing impaired is available in the Records Management Office.

ORDER OF BUSINESS

The regular Animal Resource Center of the Inland Empire meeting begins with Public Comment at 9:00 a.m.

CALL TO ORDER *(OPEN SESSION)* 9:00 A.M.

ROLL CALL

Leon, Burton, Porada

PUBLIC COMMENTS 9:00 A.M.

The Public Comment portion of the Board meeting is limited to 30 minutes. An opportunity for further Public Comment may be given at the end of the meeting. Under provisions of the Brown Act, Board is prohibited from taking action on non-agenda public comments.

As previously noted -- if you wish to address the Board, fill out one of the blue slips at the rear of the chambers and give it to the Secretary.

AGENDA REVIEW/ANNOUNCEMENTS

The Executive Director will go over all updated materials and correspondence received after the Agenda was distributed to ensure Board Members have received them. He will also make any necessary recommendations regarding Agenda modifications or announcements regarding Agenda items to be considered.

INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Agenda item contractors, subcontractors and agents may require member abstentions due to conflict of interests and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

CONSENT CALENDAR

All matters listed under CONSENT CALENDAR will be enacted by one motion in the form listed below – there will be no separate discussion on these items prior to the time Board votes on them, unless a member of the Board requests a specific item be removed from the Consent Calendar for a separate vote.

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1. APPROVAL OF MINUTES

Minutes of the regular meeting minutes of West End Animal Services of December 5, 2024, the special meeting minutes of December 10, 2024, and the meeting minutes for January 2, 2025, approving the same as on file in the Records Management Department.

ATTACHMENT: 20241205 Meeting Minutes (Not Official Until Approved).docx
ATTACHMENT: 20241210S Meeting Minutes (Not Official Until Approved).docx
ATTACHMENT: 20250102C Meeting Minutes (Not Official Until Appproved).docx

2. AWARD OF A CONSTRUCTION CONTRACT WITH JRH CONSTRUCTION COMPANY, INC. FOR THE ANIMAL SERVICES CENTER OF THE INLAND EMPIRE TEMPORARY ANIMAL SERVICES CENTER

That the Board of Directors take the following actions:

1. Authorize the Executive Director, or his designee, to execute a Construction Contract with JRH Construction Company, Inc., of Irvine, California , to provide various construction services for Bid No. 1875 - D&C24-015 West End Animal Services Agency in the amount of $3,411,763 and authorize a 10% contingency of $341,177, for a total not-to-exceed contract amount of $3,752,940; and
2. Authorize the Executive Director, or his designee, to execute all documents required for the completion of the project including, but not limited to agreements, assessments, easements, reduction of retention accounts, contract, amendments within the authorization limits, and filing a notice of completion at the conclusion of all construction related activities.

ATTACHMENT: JBH - Construction Contract.docx

3. AUTHORIZE THE PURCHASE AND INSTALLATION OF FURNITURE WITH INFO-COM BUSINESS PRODUCTS

That the Board of Directors take the following actions:

1. Authorize a cooperative purchase agreement with Margaret C.Pett, Inc. DBA Info-Com Business Products (Info-Com), of Altadena, California, for the purchase and installation of furniture in the amount of $113,953, consistent with the terms and conditions of the National Cooperative Purchasing Alliance Contract Number 07-97; and
2. Authorize the Executive Director, or his designee, to execute all documents required for

the completion of the project including, but not limited to agreements, assessments, easements, reduction of retention accounts, contract, amendments within the authorization limits, and filing a notice of completion at the conclusion of all construction related activities.

ATTACHMENT: 20241219170425407 Bid and Contract Documents Bid Invitation No. 1875.pdf

ATTACHMENT: Info-Com - GSA.docx

4. AUTHORIZE THE PURCHASE AND INSTALLATION OF ANIMAL SERVICES EQUIPMENT AND FURNITURE WITH MIDMARK CORPORATION

That the Board of Directors take the following actions:

A. Authorize a Goods and Services Agreement with Midmark Corporation, of Versailles, Ohio, for the purchase and installation of animal services equipment and furniture in the amount of $1,508,870; and
B. Authorize the Executive Director, or his designee, to execute all documents required for the completion of the project including, but not limited to agreements, assessments, easements, reduction of retention accounts, contract, amendments within the authorization limits, and filing a notice of completion at the conclusion of all construction related activities.

ATTACHMENT: Midmark - GSA.docx

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

5. CONSIDERATION TO CHANGE THE LOGO OF THE JOINT POWERS AUTHORITY

That the Board of Directors select a new logo for the Joint Powers Authority.

ATTACHMENT: 2025_ARC_Logo_Concepts_4.pdf

6. ESTABLISHMENT OF A FUTURE AD HOC COMMITTEE OF THE BOARD OF DIRECTORS FOR THE PURPOSE OF DESIGNING THE PERMANENT ANIMAL SERVICES CENTER

That the Board of Directors take the following actions:

A. Establish a temporary Ad Hoc Committee of the Board of Directors to design the permanent animal services center; and
B. Appoint two Directors or Alternate Directors to the Ad Hoc Committee.

STAFF MATTERS

Executive Director Clinton Thacker

BOARD MATTERS

Chair Leon

Vice Chair Burton

Director Porada

ADJOURNMENT