



## CITY OF BANNING STAFF REPORT

**TO:** CITY COUNCIL

**FROM:** Arturo Vela, Interim City Manager

**PREPARED BY:** Holly Stuart, Public Works Program Manager

**MEETING DATE:** December 9, 2025

**SUBJECT:** Consideration of Resolution 2025-173, Awarding a Professional Services Agreement for the Animal Shelter Facility Assessment and Feasibility Study to IDS Group, Inc. in the Amount of \$144,487 and Rejecting All Other Bids

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### **RECOMMENDATION:**

Adopt Resolution 2025-173.

### **BACKGROUND:**

Historically, the City contracted with Riverside County Department of Animal Services to provide general animal control services. Subsequently, in April 2021, the City entered into an agreement with ARE Animal Rescue, Inc. to operate animal care and shelter services at the City-owned facility located at 2423 Charles Street. The initial agreement between the City and ARE Animal Rescue, Inc. commenced on July 1, 2021 and was set to remain in effect through June 30, 2026. In the summer of 2024, the agreement was terminated early and since then the City has not provided animal shelter services, which has created challenges in providing animal control services to the community.

To assess the short- and long-term viability of the existing animal shelter facility and explore opportunities for future improvements or potential expansion to support in-house animal shelter operations, the City issued Request for Proposals (RFP) No. 25-111, "Animal Shelter Facility Assessment and Feasibility Analysis" through the OpenGov ProcureNow system. The purpose of the RFP is to secure a qualified consultant to evaluate the condition and capacity of the City's existing shelter that was originally constructed in the 1960s, and to develop recommendations for rehabilitation, interim use or expansion.

The scope of work includes: 1) a full facility condition assessment of the existing shelter; 2) a feasibility analysis for interim or long term use; 3) conceptual site planning for expansion onto adjacent parcels; and 4) a final report with cost estimates (operations and capital), recommendations and conceptual designs.

The RFP was advertised in the local newspaper officially released through ProcureNow on August 21, 2025. In response, the City received 6 proposals by the submission deadline of October 9, 2025 summarized below:

<u>Consultant</u>	<u>Score</u>
1) IDS Group Inc.	84.67

2) COAR Design Group	83.0
3) Dimension Architecture and Design, Inc.	78.33
4) Rania Alomar Architect Inc.	73.33
5) Miller Architectural Corp	71.67
6) Ware Malcomb	67.67

**JUSTIFICATION:**

After a comprehensive evaluation of qualifications, methodology, experience, references, value-added services and pricing, staff recommends awarding the Professional Services Agreement in the amount of \$144,487 to IDS Group, Inc. the firm that demonstrated the best overall value and alignment with the City's objectives.

IDS Group, Inc. brings extensive experience in animal shelter design and feasibility studies. Their proposal includes a detailed work plan and a proven track record of delivering similar projects on time and within budget. Their team will provide a comprehensive assessment of the existing facility, explore interim and long-term shelter options and develop conceptual site plans for future expansion.

This project will provide the City with a firm strategy on how (and if) to move forward with the next phase, which would include the preparation of a construction bid package (plans, specifications and estimates) for selected improvements.

**FISCAL IMPACT:**

The Professional Services Agreement in the amount of \$144,487 will be funded through Account 001-2300-424.33-11 (Animal Control/Professional Services). An appropriation from the General Fund in the full amount is required to fund the project.

There may be an opportunity for a cost share with the Morongo Band of Mission Indians (MBMI), who have shown interest in the improvement of the City's animal shelter. Staff is currently waiting for a decision from MBMI on the potential cost share.

**ALTERNATIVES:**

Do not approve Resolution 2025-173 and provide alternative direction to staff.

**BUDGETED?:**

No

**CONTRACT/AGREEMENT:**

Yes

**ATTACHMENTS:**

1. [Resolution\\_2025-173.docx](#)
2. [IDS Proposal.pdf](#)
3. [C01228 IDS GROUP AGREEMENT.docx](#)