

**From:** Conan Smith  
**Sent:** Friday, December 02, 2011 7:53 AM  
**Subject:** Animal Control Scope of Work

Mike, et al, please accept my apologies for the delay in getting this information to you this week. We had a number of last minute adjustments to tackle with it and just wrapped it up yesterday afternoon.

The attached Scope of Work is the description of the animal control services the County wishes to contract for. These items have been developed administration and reviewed by the County's most relevant service providers including our environmental health department, our corporate counsel, and the offices of the Sheriff, Prosecutor and Treasurer. I think it fairly and substantively represents the County's interpretation of our mandate for animal control. The document is structured as the basis for a public Request for Proposals, but please understand that HSHV is our preferred provider and that if we can develop a mutually satisfactory agreement in the near term the services may not need to be bid out.

Regarding process moving forward, it would be helpful if your team can review this SoW and prepare a cost response to it. When you are ready, please let Cheryl Perry in administration (copied here) know, and we'll work quickly to get a meeting scheduled with among the six of us (you, Mark, Tanya, Jerry, Verna and myself) to talk through the details.

I hope this provides a meaningful concrete basis for our future discussion.

Thanks,

Conan  
**Conan Smith**  
Washtenaw County Commissioner  
Executive Director  
Michigan Suburbs Alliance  
22757 Woodward Ave. Suite 250  
Ferndale, MI 48220  
Office Main Line: [866-960-8803](tel:866-960-8803)  
[www.SuburbsAlliance.org](http://www.SuburbsAlliance.org)