



Office of the City Manager

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**RECESS ITEM**  
**CONSENT CALENDAR**  
**JANUARY 21, 2025**

To: Honorable Mayor and Members of the City Council  
From: Paul Buddenhagen, City Manager  
Submitted by: Peter Radu, Assistant to the City Manager  
Subject: Contract No. 105938-1 Amendment: Koefran Industries for Animal Disposal Services

**RECOMMENDATION**

Ratify the action taken by the City Manager during recess to extend and increase the current contract with Koefran Industries to provide weekly removal and disposal of deceased animals from the Berkeley Animal Care Services (BACS) through 2027, increasing the contract amount by \$42,840 for a new total contract amount not to exceed \$274,440.

**NEGATIVE EFFECT IF ACTION IS DELAYED UNTIL AFTER COUNCIL RECESS**

A delay in action until after council recess could interrupt service, leading to deceased animal bodies accumulating, overwhelming and damaging the cooler, and potentially leading to material health and safety impacts to the shelter volunteers and staff.

**FISCAL IMPACTS OF RECOMMENDATION**

Koefran Industries is the sole provider of animal disposal services in Northern California and has contracted with the City of Berkeley to provide these services for more than 20 years. The current funds were exhausted in September 2024, and BACS has been unable to pay invoices since. Increasing the contract will prevent an interruption in essential services. The contract will be extended through FY2027 at \$1,785 monthly or \$21,420 annually and will come from the Berkeley Animal Care Services General Fund budget.

**CURRENT SITUATION AND ITS EFFECTS**

Currently, BACS contracts with Koefran Industries to provide weekly pick up and disposal of deceased animals at a cost of \$1,785 per month or \$21,420 per year. BACS has a constant influx of deceased animals that need to be disposed of by a professional service and handles approximately 600 deceased animals annually.

BACKGROUND

BACS must dispose of deceased animals in a sanitary and approved manner. Koefran Industries is the only service providing pick up and disposal of deceased animals in Northern California. It has contracted with the City of Berkeley for many years to provide these services.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects, climate impacts, or sustainability opportunities associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

BACS must dispose of deceased animals, and Koefran Industries is the only service that provides pick up and disposal of deceased animals in Northern California.

ALTERNATIVE ACTIONS CONSIDERED

No alternative action was deemed feasible at this time.

CONTACT PERSON

Mike St. Pierre, Animal Services Manager, 510.981.6603

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 105938-1 AMENDMENT: KOEFRAN INDUSTRIES

WHEREAS, Koefran Industries is currently contracted to provide pick up and disposal of deceased animals for Berkeley Animal Care Services (BACS) animals at the Dona Spring Animal Shelter; and

WHEREAS, BACS has a constant influx of deceased animals that require a sanitary, appropriate disposal method; and

WHEREAS, the contract will be paid for from the General Fund with funds already allocated in the Berkeley Animal Care Services baseline budget.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the Council ratifies the action taken by the City Manager to extend and increase the current contract with Koefran Industries by \$42,840 and extend it with any amendments, including incremental additions of \$50,000 or less to the NTE amount through the end date of the contract, through August 15, 2027, for an initial amount not to exceed \$274,440.

**From:** [Buddenhagen, Paul](#)  
**To:** [Clarke, Ramonda](#)  
**Cc:** [St Pierre, Mike](#); [Radu, Peter](#)  
**Subject:** RE: Koefran Industries - Contract Amendment  
**Date:** Monday, December 16, 2024 4:18:49 PM

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Hi Ramonda – looks good. It can be uploaded in Neogov for 1/21 meeting. Thanks, Paul

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**From:** Clarke, Ramonda <RClarke@berkeleyca.gov>  
**Sent:** Monday, December 16, 2024 3:21 PM  
**To:** Buddenhagen, Paul <PBuddenhagen@berkeleyca.gov>  
**Cc:** St Pierre, Mike <MStPierre@berkeleyca.gov>; Radu, Peter <pradu@berkeleyca.gov>  
**Subject:** Fw: Koefran Industries - Contract Amendment

Hi Paul,

May I please request your review and approval of the attached Recess Consent Item for AS.

Thanks,  
Ramonda