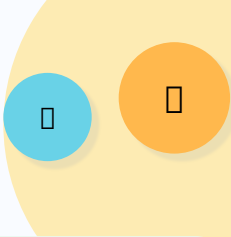


# Animal Shelter Project Path

Buying the property is the first milestone. Several required planning, funding and design steps can only begin after the purchase is complete.



## PHASE 1 • Before purchase

**Agenda item + resolution 1**

Place approval of the resolution to acquire real property in Huachuca City for a County animal shelter on the Board agenda.

**Required sale protections 2**

Complete the legally required steps that protect County interests throughout the real-property acquisition process.

## GATE

**Purchase complete**

## PHASE 2 • Once property is purchased

**USDA Environmental Report 3**

Complete the required Environmental Report to secure federal funding for the project.

**Procure consultant 4**

Run the procurement process for a consultant contract covering the Needs Assessment Study and Conceptual Design.

**Needs Assessment Study** A detailed study defines what the future shelter needs before design decisions are made.

- Existing facilities
- Site location, access + parking
- Operating budget outlook
- People + animal projections
- Equipment, materials + systems
- Probable construction cost
- Space program + square footage
- Current + future staffing
- Operations: cleaning, medical, adoption, RTO, foster, isolation + hours

**Conceptual Design**

Begins after the Needs Assessment Study is reviewed and approved. → clearer project scope



Property acquisition starts the process. Funding documentation, consultant procurement, needs assessment and conceptual design follow in sequence.