



Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.
The Internal Services Department (ISD) - Fleet Services division is requesting to suspend competition to create an agreement with Quinn Company. In order for the existing County Caterpillar equipment to sustain functionality, ISD requires access to Quinn Company's supply of assorted Caterpillar original equipment manufacturer (OEM) replacement parts and repair services.
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
The vendor is Quinn Company and the contact person is Michelle Locke. Michelle can be reached at michelle.locke@quinngroup.net and she is located at 10006 Rose Hills Rd. City of Industry, Ca 90601.
3. What is the total cost of the acquisition? If an agreement, state the total cost of the initial term and the amounts for potential renewal terms.
The total cost of this acquisition will be \$920,000. This agreement will amend, restate, replace, and supersede the existing Purchasing Agreement P-20-278. The total of \$920,000 reflects the maximum compensation for the entire potential five-years of the contract and no distinction is made to allocate specific funds to be term specific.
4. Identify the unique qualities and/or capabilities of the service(s) and/or product(s) that qualify this as a Suspension of Competition acquisition.
Quinn Company is the only local authorized dealer of Caterpillar Inc. products and services needed for existing Caterpillar equipment in the County of Fresno. A suspension of competition is being requested for Quinn Company to provide Caterpillar OEM parts and repair services. Quinn Company will ensure that the County's Caterpillar equipment is worked on by trained and certified technicians that assure the patents, trade secrets, and warranties are not being violated or voided. Quinn Company also provides Caterpillar Inc.'s VisionLink on equipment, which provides remote diagnostics, fault codes, and equipment utilization.
5. Identify from Administrative Policy #34 what circumstances constitute a Suspension of Competition.
 - In an emergency when goods or services are immediately necessary for the preservation of the public health, welfare, or safety, or for the protection of County property.
 - When the contract is with a federal, state, or local governmental agency.
 - When the department head, with the concurrence of the Purchasing Agent, finds that the cost of preparing and administering a competitive bidding process in a particular case will equal or exceed the estimated contract amount or \$5,000 whichever is more.
 - When a contract provides only for payment of per diem and travel expenses and there is to be no payment for services rendered.
 - When obtaining the services of expert witnesses for litigation or special counsel to assist the County.
 - When in unusual or extraordinary circumstances, the Board of Supervisors or the Purchasing Agent/Purchasing Manager determines that the best interests of the County would be served by not securing competitive bids or issuing a request for proposal.
6. Explain why the unique qualities and/or capabilities described above are essential to your department.
Quinn Company is the only local authorized Caterpillar Inc. dealer sanctioned to work in the County's service area. Therefore, ISD requires continued access to Quinn Company's supply of Caterpillar OEM replacement parts and repair services for uninterrupted service to Fleet equipment. Should ISD choose to have unauthorized vendors service Caterpillar Inc. equipment, this could result in inefficient repairs and warranties to be void.
7. Provide a comprehensive explanation of the research done to verify that the recommended vendor is the only vendor with the unique qualities and/or capabilities stated above. Include a list of all other vendors contacted, what they were asked, and their responses.
Quinn Company is the only local authorized Caterpillar Inc. dealer that can provide Caterpillar OEM parts and repair services within the County's service area. The County is requesting that its existing agreement with Quinn Company be replaced and superseded with a Board agreement due to the increase to the total compensation amount (\$920,000) exceeding the County's Purchasing Manager's authority.

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Requested By:

Staff Analyst

Title

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I approve this request to suspend competition for the service(s) and/or product(s) identified herein.

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Department Head Signature

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Purchasing Manager Signature