



Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.
UC Davis - Continuing and Professional Education - Human Services will continue to provide on-site and/or virtual custom training programs for Department of Behavioral Health (DBH) staff. A Suspension of Competition was approved for our previous agreement, #18-697. It was determined that UC Davis is a State governmental agency, and the best suited agency to provide specialized human services training.
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
Regents of the University of California - UC Davis Extension
Jennifer Lowery - Public Education Specialist - 463 California Ave, Davis, CA 95616
(530)757-8514 jndavis@ucdavis.edu
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.
FY 23-24 - \$149,997.36
FY 24-25 - \$149,997.36
FY 25-26 - \$149,997.36

Cost of Initial 3 Yr Term - \$449,992.08
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.
UC Davis - Continuing and Professional Education - Human Services has been operating for over 30 years and does what no other organization can do. It combines the vast resources of the University of California with the nimble ability to support and respond to the changing needs of human service organizations. The Center provides training and services to:(a) all 58 California counties, more than a dozen states and 37 Native tribes; (b) more than 40,000 social service professionals who, collectively, serve millions of vulnerable children, adults and families; (c) hundreds of county and state social services managers, deputy directors and directors to help them focus their organizational goals and develop creative solutions during times of change and legislative reform; (d) hundreds of organizations by delivering nearly 2,000 training days each year through custom/on-site training, traditional classroom courses, institutes and online courses; and (e) county departments and state legislature through assessments, research and policy recommendations on issues affecting millions of children, adults and families.
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.
UC Davis - Continuing and Professional Education - Human Services training programs will help improve the knowledge and skills of DBH managers, supervisors, line staff, and administrative staff to effectively work with polices, build skills in planning and project management, improve service delivery, and develop consistent management practices across programs and service areas.
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.
While other entities may be able to provide training, UC Davis - Continuing and Professional Education - Human Services is the only agency that provides specialized training for statewide county human services staff.

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Staff Analyst

[\[✕ Sign\]](#) Double click!

Requested By:

Title

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

sholt 5/11/2023 10:59:18 AM

[\[✕ Sign\]](#) Double click!

Department Head Signature

gcornuelle 5/11/2023 11:58:08 AM

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Purchasing Manager Signature