



## Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.

The Department of Social Services (DSS) is seeking a vendor to provide a software/database to assist Child Welfare staff locate the most appropriate placement for a foster youth within the vicinity of their current neighborhood and school. The software/database should help expedite the identification and selection of available county foster homes, Foster Family Agency homes and/or residential care facilities to best meet the need of the foster youth experiencing a home change.

2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.

Sacramento County Office of Education (SCOE)  
Cathy White, Project Specialist, Foster Youth Services  
PO Box 269003  
Sacramento, CA 95826 (916) 228-2754 cwhite@scoe.net

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.

\$4,300 for a 12 month term effective July 1,2018 - June 30, 2019. No renewal term.

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.

In 2012, the Department was awarded a four year grant from the Stuart Foundation to participate in the Education Equals Initiative. The Education Equals Initiative seeks to improve educational outcomes for children in foster care. As part of the grant agreement, the Stuart Foundation provided funding and strongly encouraged the Department to use the School Connect web-based database created by the Sacramento County Office of Education, as a tool consistent with the goals of the grant. Although grant funding has ended, DSS desires to continue access of the database. The database helps match foster youth with foster homes located in the same area which will allow the youth to remain in their same school. The database also provides features not currently available to staff, including: map-based searches that identify all homes within a school's vicinity; 24/7 online access; searches by home type; and comprehensive home profiles.

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 \$1,000 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.

In addition to being able to locate a foster home within the foster youth's current school area, the enhanced search engine also assists in matching a placement with the child's needs including interest, medical challenges, and social needs. The system includes over 100 different search filters that can be used to optimize the placement of foster children. The reduction of school changes for foster youth is expected to improve educational outcomes as school displacement has been shown to be a factor in lowering foster youth's educational performance. Use of School Connect is consistent with the Department's effort to improve educational outcomes for youth in foster care.

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.

Sacramento County Office of Education is a governmental agency and meets the criteria of Administrative Policy #34. Internet research was conducted and there is no other vendor that can provide the School Connect database as this is proprietary to SCOE. Failure to contract with SCOE for the School Connect database will make it more difficult to place foster youth within the vicinity of their current school. It is in the best interest of the County to contract with SCOE for the use of the database.

cheyang 5/23/2018 3:13:23 PM

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.**

dneira 6/4/2018 1:58:44 PM

Department Head Signature

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gcornuelle 6/7/2018 3:18:36 PM

Purchasing Supervisor Signature

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