



Macros Must Be Enabled -- Please Re-open and Enable
Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.
 The County is seeking a vendor to provide homeless services targeted to young adults 18-25. Housing Navigators will provide case management to help secure and maintain housing, improve coordination of services, make linkages to key resources across the community, and overcome barriers to locating housing. Income Specialists will assist housing insecure young adults increase their income through a variety of sources such as employment and social service benefits. Direct financial assistance will provide resources to secure and maintain housing, such as security deposit, application fees, rent, and utility costs.
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
 Fresno Economic Opportunities Commission, Misty Gattie-Blanco, 1920 Mariposa Street, Suite 300, Fresno, CA 93721, Misty.Gattie-Blanco@fresnoeoc.org, (559) 263-1000
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 cost for the initial 12-month term is \$234,290. There is the potential to add one additional 12-month term to the agreement at a cost of \$104,400. The total cost for both terms is \$338,690.
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.
 The Fresno Economic Opportunities Commission (EOC) provides homeless services to the unique needs of community college students who are underserved by the Department's existing homeless programs through the Housing Opportunities Promote Education (HOPE) program at Fresno City College (FCC). Piloting a program with EOC would enable the Department to leverage the grant funding to assist housing insecure young adults while they pursue academic achievement.
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 \$2,500 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.
 College students, especially those previously in the State's foster care and probation systems, are reticent to seek assistance through the Department's existing homeless service programs which often result in a lack of financial stability and homelessness. Piloting a program with EOC would allow the Department to leverage the services EOC currently provides to assist community college students secure and maintain housing while they pursue academic achievement that can lead to self-sufficiency.
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.
 The Department provided a standardized list of questions to 11 local homeless services organizations to assess service gaps in programs that target homeless young adults 18-25. Four organizations responded. A workgroup made up of Staff Analysts, Senior Staff Analysts, and the Program Manager reviewed the responses and a decision was made for the Department to target community college students who are underserved by existing programs. Project HOPE is a Fresno City College (FCC) pilot program that seeks to remove homelessness and housing insecurity as a barrier to receiving a college education. FCC has an existing contract with Fresno EOC to provide homeless services to this population and therefore, the County cannot contract with any other vendor under Project HOPE.

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Staff Analyst

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Requested By:

Title

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

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