



Suspension of Competition Acquisition Request

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

The Department is seeking an agency to provide housing, health care advocacy, disability advocacy and related case management services to homeless and disabled individuals. To qualify, the agency must have sufficient capacity to provide services to a minimum of 75 individuals per year. Additionally, the agency must also have staff who are experienced in providing these services to this specific population.

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

WestCare, Inc.
Shawn Jenkins
1900 N. Gateway Blvd.
Fresno, CA 93727
(559) 251-4800

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.

Max Compensation: \$4,696,879
December 12, 2023 to June 30, 2025
July 01, 2025 to June 30, 2026

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 Housing and Disability Advocacy Program (HDAP) was established by the California Department of Social Services (CDSS) and requires unique components including Disability Benefits Advocacy, Medical Care Coordination & Support, Assessment of Referrals & Client Intake, Housing Case Management, Housing & Client Financial Assistance, Exit Transition Planning, and Outreach. Additionally, requires experience in implementing disability benefits application data as part of the SSI/SSDI Outreach, Access, and Recovery (SOAR) model, and the Fresno Madera Continuum of Care (FMCOC) Homeless Management Information System (HMIS) project.

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.

With an ongoing need for services to address individuals experiencing homelessness or at risk of being homeless in the County of Fresno, HDAP is administered through the Department of Services to provide assistant individuals who are homeless or at risk of becoming homeless with applying for disability benefit programs and providing housing support.

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.

WestCare, Inc. currently is the only vendor able to provide Disability Benefits Advocacy, Medical Care Coordination & Support, Assessment of Referrals & Client Intake, Housing Case Management, Housing & Client Financial Assistance, Exit Transition Planning, and Outreach services because the housing disability advocacy program is a pilot program established based off state legislation. Other vendors were not contacted for this agreement as this program is still in its infancy and WestCare developed their module specific to state-required program needs. As we continue to monitor the program's implementation and efficacy, it is in the best interest of our clients to maintain level and consistent care by utilizing the same vendor that initiated the program.

lhaga 11/2/2023 1:55:43 PM

Requested By:

Title

[\[✕ Sign\]](#) Double click!

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

martik 11/7/2023 9:26:34 AM

Department Head Signature

[\[✕ Sign\]](#) Double click!

mvilanova 11/7/2023 12:14:43 PM

Purchasing Manager Signature

[\[✕ Sign\]](#) Double click!