



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 requests services to assist in job placement of California Work Opportunity and Responsibility to Kids (CalWORKs) Welfare-to-Work (WTW) clients participating in the New Employment Opportunity Expanded Subsidized Employment (NEO-ESE) program. The Department also desires an entity with knowledge of the Ready2Hire website to perform regular updates and maintenance. Ready2Hire is used for the Department's NEO-ESE program by pairing job seekers to NEO-ESE employers based on the employer's needs and the job seeker's experience and skills. Additionally, Ready2Hire is used by employers to invoice the Department, as well as the Department's way to process invoices. The Department also requests services to assist in the promotion and marketing of the NEO-ESE program by knowing the benefits of hiring CalWORKs clients and having established relationships with local businesses, as well as the creation of vocational training based on upcoming industry changes.
 2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.

Economic Development Corporation serving Fresno County (EDC)
(559) 476-2500
906 N Street, Suite 120
Fresno, CA 93721
Lee Ann Eager, President/CEO
(559) 476-2513
leager@fresnoedc.com
 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 full term of the Agreement is a 3 year base term (\$5,328,150.00) with 2 optional 12-month extensions. The cost of each 12-month possible extension is \$1,776,050.00. The cost of the full 5 year term is \$8,880,250.00.
 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.

EDC is the only economic development entity in Fresno County that has ownership of the Ready2Hire website, which is imperative for the NEO-ESE program. EDC's Business Expansion and Retention (BEAR) division has detailed knowledge of industry and employment trends in Fresno County, the benefits of hiring CalWORKs participants, and has established relationships with local businesses and awareness of upcoming industry changes.
 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.

The Ready2Hire website is a comprehensive website used for the Department's NEO-ESE Program, used to pair job seekers to NEO-ESE employers based on the employer's needs and the job seeker's experience and skills. The Ready2Hire site is also the system used by the employer to invoice the Department for wage reimbursement, as well as the Department's system for processing over 100 invoices for payment each month. Additionally, EDC's expertise in tax incentives and benefits to hiring CalWORKs WTW clients is essential when recruiting businesses to participate in the NEO-ESE program.
 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.
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The Department has evaluated other economic and job development entities. Many of these entities have experience in job placements and training, but they do not assist businesses in relocating to or expanding in Fresno County and do not have the knowledge of the benefits of hiring CalWORKs WTW clients. No other entity in Fresno County has a system comparable to Ready2Hire.

mwallis 3/18/2020 8:55:44 AM

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Requested By:

Title

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

dneira 3/18/2020 9:16:21 AM

[\[✕ Sign\]](#) Double click!

Department Head Signature

gcornuelle 8/27/2020 11:50:53 AM

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Purchasing Manager Signature