



Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.
Janitorial Services
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
PBC SolutionsOne DBA CCS Facility Services
2695 N Fowler Ave Suite 110A
Fresno, CA 93727
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.
\$212,472.00 for a one year term with no renewal.
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 vendor is our current contract holder and provides essential cleaning services to the Department of Public Health at its Brix-Mercer Complex and Fresno County Animal Shelter. Due to the nature of their work, a current halt work in order to rebid would be impactful and detrimental to services in clinics, offices, and the animal shelter.
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.
PBC SolutionsOne DBA CCS Facility Services provides an essential function that includes daily cleaning of DPH offices, enhanced medical grade cleaning of clinics, and the County animal shelter. These services allow for the timely cleaning and disposal of daily waste generated by the Department at these buildings.
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.
PBC SolutionsOne DBA CCS Facility Services is currently providing this service. The renewal letter to activate the fifth and final year of the contract was received late from the Contractor. The deadline for notice to accept renewal on the Contract was December 1, 2024, per the contract renewal requirements. On December 5, 2024, the Contractor verbally accepted the renewal and provided a signed letter on December 12, 2024. The acceptance of this one year contract to continue the current service will provide the Department a sufficient timeline to complete the Request for Quotation process for determination, selection, and onboarding of the new contracted provider.

jsponsler 2/26/2025 2:44:14 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.

dluchini 2/27/2025 8:43:53 AM

Department Head Signature

[\[Sign\]](#) Double click!

