



## Suspension of Competition Acquisition Request

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

The Department is requesting project-based rapid rehousing services for 50% of the total units at the Crossroads Village (83 units) located at the southwest corner of Blackstone and Dakota. Program services will include case management, rental assistance, and renter's education. Services will target individuals or families that are experiencing homelessness in Fresno and Madera Counties and have demonstrated the ability to continue progressing towards unsubsidized housing.

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

RH Community Builders  
331 W Shields Ave  
Fresno, CA 93705  
Contact: Katie Wilbur, (585) 314-3914, katie@rhcbfresno.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.

\$965,017 for 1/1/2021-6/30/2021

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 Department requests to waive the competitive bidding process consistent with Administrative Policy No. 34 for unusual or extraordinary circumstances. In order to meet occupancy requirements set forth in the California Department of Housing and Community Development (HCD)'s Standard Agreement 20-HK-00007, the Department is required to begin placing clients in the Crossroads Village in early January 2021. A minimum of 50% of the units at the Crossroads Village need to be occupied within 30 days of close and fully occupied within 90 days of close. As there is not sufficient time for a competitive bid process, the Department is requesting a 6-month agreement with RH Community Builders (RH) to immediately begin serving clients.

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 rapid rehousing services requested are necessary to meet the occupancy requirements set forth in HCD's Standard Agreement 20-HK-00007. Also, these services are critical to individuals or families that are experiencing homelessness and also at risk of serious illness from COVID-19.

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.

There was no additional research conducted due to the required timeframe of having services begin January 1, 2021. RH has the experience and capacity to immediately begin serving clients. Upon Board approval of the agreement, the Department will issue a Letter of Interest (LOI) for these rapid rehousing services and will subsequently go out to bid if more than one response is received.

dagonzales 12/14/2020 2:47:25 PM

Requested By:

Staff Analyst

Title

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

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

dneira 12/15/2020 9:44:38 AM

Department Head Signature

[\[✕ Sign\]](#) Double click!

gcornuelle 12/15/2020 3:59:04 PM

Purchasing Manager Signature

[\[✕ Sign\]](#) Double click!