



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

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Double click!

1. Fully describe the product(s) and/or service(s) being requested.  
 The County of Fresno, Internal Services Department - Information Technology division (ISD-IT) is requesting continued supplemental project management services for the County's property management information system (PMIS) project, as well as additional various IT professional services from The Little Group LTD, Co. (The Little Group).
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.  
 The Little Group LTD, Co.  
 James Mosby, CEO  
 P.O. Box 8753  
 Greenville, TX 75404  
 866-347-2130x11  
 exclusivenet@earthlink.net
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 total cost of the initial three-year term is \$500,000 and \$50,000 per year for each of the two optional one-year extensions, bringing the total compensation for the potential five-year term to \$600,000.
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 Little Group provides supplemental professional IT staffing services by matching qualified staff from their complex database of skilled, certified, and qualified professionals with specific IT projects requested by the County. The Department is requesting a suspension of competition with The Little Group because of their unique familiarity with the County's PMIS project. More specifically, The Little Group has been involved in delivering project management services for the PMIS project. Due to their involvement with the project, they have the experience and knowledge necessary to continue working on and completing the PMIS 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 \$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.  
 The Assessor-Recorder and Auditor-Controller/Treasurer-Tax Collector offices' PMIS, also referred to as the property tax system, is more than 50 years old. The County is currently in the midst of a large-scale rearchitecture of the PMIS to transition off the mainframe architecture. The Little Group has been an integral part of the ongoing conversion of the PMIS rearchitecture and their expertise and familiarity with the project is important to this conversion process. Therefore, the Department is requesting to suspend competition in order to continue utilizing The Little Group to finalize the PMIS project.
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 currently has a procurement agreement #P-22-0678 with The Little Group for supplemental project management services related to the County's PMIS project. Due to changes to the scope of work and project deliverables, the project timeline for completion was extended and additional hours are needed to complete the project. The Department is requesting to continue suspending competition to continue utilizing The Little Group for services related to the PMIS project as well as additional professional IT services.

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 Requested By:

IT Deputy Director  
 Title

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

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Department Head Signature

[\[✕ Sign\]](#) Double click!

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Purchasing Manager Signature

[\[✕ Sign\]](#) Double click!