



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 (DSS) is seeking to contract with a Fresno County approved Alternative Payment Program (APP) provider to administer voucher disbursement services on behalf of families involved in the State's Emergency Child Care Bridge Program (Bridge).
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
Marco Jimenez
Executive Director
(559) 456-1100
Central Valley Children's Services Network
1911 N. Helm Ave
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.
The initial term is for two years for the total cost of \$2,887,536, with an option to renew for three (3) consecutive twelve-month periods for the cumulative total of \$4,331,304.
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.
DSS is required to administer distribution of voucher payments as a requirement of participation in the Bridge Program. The State mandates that if DSS contracts for these services they use an approved APP provider. There are two such APP providers in Fresno County, one of which is CVCSN. Additionally, the Bridge Program requires that DSS contract with their county's State-designated Resource and Referral (R&R) agency for two other components of the Bridge Program, Child Care Navigator services and trauma-informed training. CVCSN is the only agency in Fresno County that meets this designation, as they are the sole R&R for Fresno County. DSS contracts with CVCSN for these services. As all three components are interrelated, operate under the same State requirements, and require stringent reporting, it is in the County's best interests to keep all program components under one contract.
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.
Participation in the Bridge Program assists foster families by removing barriers where cost or accessibility to child care is an issue, allowing more foster children to be placed in home settings.
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.
CVCSN is one of only two APPs in Fresno County, the other being Supportive Services, Inc. However, given that DSS is required to contract with CVCSN for the other two components of the Bridge program, it is programmatically and administratively advantageous to contract with CVCSN for voucher distribution services; a suspension of competition is appropriate.

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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 5/7/2021 10:58:48 AM

[\[✕ Sign\]](#) Double click!

Department Head Signature

gcornuelle 5/9/2021 2:26:57 PM

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Purchasing Manager Signature