



Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.
Attorney Services to advise the Fresno County Civil Service Commission (CSC)
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
Law Firm of Campagne & Campagne - Thomas Campagne Airport Office Center - 1685 N. Helm Ave. Fresno, CA
93727 / (559)255-1637 / cc@campagnelaw.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.
Three-year base contract with two optional one-year extensions, total not to exceed \$300,000 (\$60,000 annual max)
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.
Provide legal advice to CSC in the areas of employment, labor and administrative law. Advise CSC regarding interpretation of relevant Fresno County Ordinances and Personnel Rules, state and federal constitutional, statutory and case law, and CSC Bylaws. Provide legal advice to the CSC including, but not limited to, advice concerning administrative hearing procedures, jurisdictional questions, disposition of motions and evidentiary objections. Prepare and present appropriate notices of decisions and finding of fact for CSC approval.
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 Law Firm of Campagne and Campagne has been legal counsel to CSC since March of 2007, CSC unanimously requested continued contracted services with Campagne & Campagne to maintain continuity on several pending long-term, complex cases before the CSC.
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.

bmims 9/5/2017 8:48:42 AM

Requested By:

HR Manager

Title

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

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

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Department Head Signature

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Purchasing Manager Signature

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