



Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.
In participation with the Fresno County Economic Development Corporation, the Fresno County "Helping Underserved Businesses" Grant Program is proposed to provide small grant awards to local small businesses who have been impacted by COVID-19 and related Shelter-In-Place orders. Under the program, businesses could apply for up to \$5,000 to support their business to pay employee salaries, rent, utilities or essential supplies.
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
Fresno County Economic Development Corporation and Access Plus Capital
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.
Up to \$5,000 in grant funding to Fresno County business owners totalling up to \$5 million.
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.
Time is of the essence to deliver the Federal CARES Act funding to the underserved businesses via the Fresno County Grant Program to help these business through the COVID-19 pandemic. EDC and Access Plus Capital are suited, equipped and authorized to quickly perform the tasks and activities for Fresno County
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.
See item No. 4
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.
See item No. 4

ronalexander 5/8/2020 9:09:10 AM
Requested By:

Sr. Admin Analyst [\[Sign\]](#) Double click!
Title

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

rjeffers 5/8/2020 9:35:43 AM
Department Head Signature

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

gcornuelle 5/8/2020 10:38:38 AM
Purchasing Manager Signature

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