



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 administration services of a Housing Support Program for CalWORKs families in Fresno County in need of the following: rapid rehousing, permanent supportive housing, mainstream housing resources and supportive services. The provider of the requested services must coordinate with the Fresno Madera Continuum of Care (FMCoC) and the Department of Social Services.
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
Fresno Housing Authority
Contact: Doreen Eley, Assisted Housing Manager
Phone: 559-443-8400
Email: deley@fresnohousing.org
Address: 1331 Fulton Mall, Fresno, CA 93721
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 is \$2,097,609. The first term of the Agreement is 5 months at a cost of \$785,725 and the potential renewal term is two 12 month terms at a cost of \$655,942 each.
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.
Funding to operate the CalWORKs Housing Support Program was secured through an allocation awarded in response to a proposal DSS submitted to California Department of Social Services. The County has never offered a housing support program specifically targeting CalWORKs recipients. DSS' proposal of the CalWORKs Housing Support Program outlined a clear set off process based on a long standing partnership with Fresno Housing Authority. Fresno Housing Authority was written into the proposal as the partner agency due to their experience with FMCoC and the Coordinated Assessment Housing Match (CAHM) system as well as experience working with CalWORKs population. FMCoC is the federally required and Housing and Urban Development (HUD) recognized community representative body which is comprised of individuals from most of the other vendors offering similar services. The FMCoC Executive Committee agreed that Fresno Housing Authority was the vendor best suited to provide the requested services and on September 11, 2014, the FMCoC members voted unanimously to approve utilizing them.
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 \$1,000 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.
In order to establish the most efficient method of assisting families facing homelessness, the FMCoC has identified the need to have a coordinated method of accessing services known as the CAHM system. Several systems have been employed by the FMCoC and operate within the CAHM system and include the Homeless Management Information System (HMIS) data collection system and the Performance Management and Communications Platform which is a housing match system. As a member of FMCoC and longtime provider of the requested services, Fresno Housing Authority is uniquely able to coordinate with the County, FMCoC, and other related service providers to establish the most efficient method of orchestrating CalWORKs funded services. Fresno Housing Authority has been involved in the development of the CAHM system and has unique insight in both the function and capabilities of all aspects of the system. Other service providers would require a substantial amount of time to establish the needed experience to possess these coordination capabilities.
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 FMCoC is the community representative body of Fresno and Madera Counties for the provision of a comprehensive coordinated homeless housing and services delivery system. Their membership includes many providers of homeless assistance and emergency shelter services and related services. Of the organizations within Fresno County who provide services similar to those the County is requesting, such as WestCare or Turning Point of Central California, none have the experience of working with CalWORKs families like Fresno Housing Authority. FMCoC has recommended Fresno Housing Authority as the most qualified and prepared to provide such services.

shwelsh 1/26/2015 4:13:06 PM

Requested By:

Staff Analyst


Title

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

dneira 1/27/2015 9:44:15 AM

Department Head Signature

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Purchasing Manager Signature

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