



Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.
Provision of a CalFresh Employment and Training (CFET) program for Non-Assistance CalFresh (NACF) recipients residing in Fresno County by a previously funded Supplemental Nutrition Assistance Program Employment & Training (SNAP E&T) Pilot project.
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
Reading and Beyond (RAB).
Sandra Flores at 4670 E. Butler Avenue, Fresno, CA. 93727, (559) 342-8616, sflores@readingandbeyond.org
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 agreement is \$397,082. The maximum compensation for the agreement is The term is March 1, 2023 through September 30, 2023. No renewals.
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.
Due to an amendment in 2018 of the Agricultural Act of 2014, RAB is entitled to request reallocated CFET funding on an annual basis. Funding was approved by the Food and Nutrition Services (FNS) specifically and exclusively for use by RAB, in Fresno County, as a former SNAP E&T Pilot project participant.
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.
Utilizing the additional funds allocated specifically to RAB, would allow the Department to provide another CFET program to target a greater range of CalFresh clients. It is important for the Department to offer an employment and training program such as CFET to the NACF clients residing in Fresno County. RAB's program offers an opportunity for skills and training enhancement that can lead to meaningful employment and the opportunity for clients to decrease or eliminate the need for public assistance. Additionally, RAB is unique in targeting families for CFET services and is able to provide a program tailored to their needs.
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 Agricultural Act of 2014 provided funding for an enhanced CFET program known as the SNAP E&T Pilot, which was in operation from 2015-2018. In Fresno County, it was administered by RAB. Due to a 2018 amendment to the Agricultural Act of 2014, agencies that operated SNAP E&T Pilots have priority in requesting and receiving reallocated CFET funding each year to continue offering a CFET program. RAB is the only agency in Fresno County that meets the criteria and therefore is the sole potential provider of these services.

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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.

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Department Head Signature

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Purchasing Manager Signature

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