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Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.

   DSS is seeking a motel temporary housing facility for the exclusive use of the Department that includes housing navigation services for families and individuals experiencing homelessness referred by DSS. Other services requested include on-site laundry facilities at no cost to families, irons and ironing boards, daily hot breakfast for guests at no cost, computers with internet and printing access specifically for housing navigating services, and accomodations for pets.

2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.

   RH Community Builders
   Kathryn Wilbur, Executive Director
   331 W. Shields Ave., Fresno CA, 93705
   (585) 314-3914; katie@rhcbfresno.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.

   The maximum annual compensation for the recommended agreement is $1,700,000 per year, with a base term of three years and two optional renewals of 12 months with a total maximum compensation not to exceed $8,500,000.

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.

   RH Community Builders is the only motel facility that meets regulatory requirements to support temporarily housing families with children. RH Community Builders is the only agency to also offer an extensive array of additonal services, inclusive of housing navigation services which include securing permanent housing or housing choice vouchers, offering onsite money management seminars, onsite no cost laundry facility, irons and ironing boards, daily hot breakfast, computers with internet access for use in education, job search, house search, and service search, as well as accomodations for pets. Additionally RH Community Builders dedicates the full facility specifically for DSS clients including families with children in coordination with all service areas of DSS.

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 $5,000 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.

   DSS is in need of a facility, such as the The Flats motel, to temporarily house clients and families in need of housing as well as provide essential resources to prepare them for permanent housing. While shelters offer the chance for clients and families to be temporarily housed, little to none support maintaining and reunifying families involved with DSS programs such as Child Welfare Services or provide the necessary resources for stable planning towards maintaining long term, permanent housing.

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.

   A thorough internet search was completed for agencies or vendors that provide both temporary motel housing facilities and permanent housing assistance and resources such as those provided by RH Community Builders under Agreement A-20-182. The Poverello House offers many of these services but specifically for adult individuals without children in need of mental health or rehabilitation assistance. The Fresno Economic Opportunities Commission offers both permanent supportive housing and bridge housing for individuals and families that are in need of emergency/temporary housing, but only offers food and nutrition support as part of a separate program. Some agencies like Marjaree Mason Center had other, specific criteria including domestic

violence, and/or sexual exploitations, in order to access their specific shelters. However, none of these vendors offer a motel setting exclusively for families with dependent children.

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Senior 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

rblackburn 5/28/2025 2:23:20 PM

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Purchasing Manager Signature