



Macros Must Be Enabled -- Please Re-open and Enable
Suspension of Competition Acquisition Request

[Email Me]
Double click!

1. Fully describe the product(s) and/or service(s) being requested.
The County was awarded the California Microbusiness Covid-19 Relief Grant Program. This program provides grants to microbusinesses that have been impacted by the COVID-19 pandemic. The grant will provide a total of 427 grants of \$2,500 to microbusinesses. Services are needed for the marketing, application submittal, eligibility determination
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
Fresno Area Hispanic Foundation
1444 Fulton Street, Fresno CA 93721
559-222-8705
Yery Olivares
Yolivares@fresnodbh.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.
\$196,684.19
Term is upon execution through December 31, 2022. This item is scheduled to go to the Board of Supervisors on February 1, 2022
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.
Fresno County was made aware of the California Microbusiness Covid-19 Relief Grant program (MCRGP) application by the Fresno Area Hispanic Foundation (FAHF) in mid-November 2021 with an application deadline of November 30, 2021. FAHF indicated they were able to write the grant on behalf of the County. Due to the limited time, the County Administrative Officer approved FAHF to move forward with writing the grant. FAHF has over 70 years of combined experience in the microenterprise development arena including administering grant programs for small businesses. Recently, FAFH had an agreement with Fresno County to administer the Helping Underserved Businesses program using CARES Act funding. This was a program that provided grants to small buusinesses. The MCRGP requires FAHF to include four other agencies to assist in marketing, outreach, and submittal of grant applications from microbusinesses.
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.
This grant will provide much needed resources to micrbusinesses impacted by the COVID-19 pandemic.
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 explanation in Section 4.

greinke 01/13/2022 9:18:03 AM

Requested By:

Deputy County
Administrative Officer

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

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