



Suspension of Competition Acquisition Request

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

The County of Fresno, Department of Behavioral Health (DBH) is soliciting the services of recruiting firms specializing in the recruitment of Licensed Marriage and Family Therapist (LMFT), Licensed Clinical Social Worker (LCSW), Licensed Professional Clinical Counselor (LPCC), Licensed Vocational Nurse (LVN), Registered Nurse (RN), and Nurse Practitioner (NP) to provide services for the mentally ill population of the County of Fresno. Upon request of County's Director, Department of Behavioral Health, or designee, Contractors shall identify and recruit qualified candidates who satisfy the criteria as established by the Department of Behavioral Health.

This request will be short-term in order to allow DBH to proceed with establishing a Board Master Agreement.

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

Maxim Healthcare Services, Inc.
6051 N. Fresno St. Suite #102, Fresno, CA 93710
Rodrigo Robles, Recruitment Manager
(559) 224-0299
rorobles@maxhealth.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.

Total maximum compensation: Two Million Six Hundred Thousand and No/100 Dollars (\$2,600,000.00).
Actual costs will be determined by actual services rendered.

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.

Optimal staffing is critical for DBH operations. Given the current vacancies, waiting for the lengthy Request for Quotes process will not allow a quick enough response to the current staffing need, which would result in negative consequences on DBH operations through delays in securing suitable staff. Periods of inadequate staffing pose a danger to staff and clients due to the nature of the population served. Additionally, State of California mandated staffing ratios must be maintained at all times. An inability to admit clients due to inadequate staffing could negatively impact the safety of the general public.

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.

The requested classifications are essential in the operation of the DBH. These classifications provide services to seriously mentally ill clients which helps deter decompensation of consumers and also aids in preventing costly hospitalization.

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 Department of Behavioral Health (DBH) has, in the past, instituted agreements for similar services. The Department was satisfied with the services provided by the vendor. Due to the nature of the situation presented within Item 4 there is simply no time available to wait for the RFSQ process to take place while clients are subject to the negative consequences of inadequate staffing. As a result, the only option is to contact the vendor previously utilized for such a task in order to satisfy the severe need to recruit appropriate candidates to fill the current vacancies of the classifications presented within Item 1. The Department has spoken with the vendor and they confirmed their capacity to provide staff in the requested classifications.

egonzalez 4/4/2018 2:38:48 PM

Requested By:

Staff Analyst

Title

[\[✕ Sign\]](#) Double click!

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

dutecht 4/6/2018 1:18:20 PM

Department Head Signature

[\[✕ Sign\]](#) Double click!

gcornuelle 4/6/2018 1:48:23 PM

Purchasing Manager Signature

[\[✕ Sign\]](#) Double click!