



Suspension of Competition Acquisition Request

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

Provide effective in custody and community based mentoring services to at-risk youth during detention and reentry using Focus Forward's mentoring model. The services will include coordinating volunteers and interns that provide mentoring to youth. Coordination services include but are not limited to volunteer outreach, recruitment, background checks, volunteer management and support, case file review, and assessment of youth for mentoring services and youth programs.

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

Coreen Campos, Chief Executive Officer
Focus Forward
Juvenile Justice Campus - Commitment Facility
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(559) 600-4961

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 cost is \$91,721 annually, which includes personnel and program expenses. The proposed term of the Agreement is for three years with two optional one year extensions based on satisfactory performance. The maximum cost for three years plus the two annual extensions is \$458,605.

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.

Focus Forward is a community based organization created in 2006 to serve at-risk youth in collaboration with the Probation Department. Focus Forward, is located in the Commitment Facility of the Juvenile Justice Campus (JJC) in space designated for their use by the County and already provides similar services to youth committed to the JJC, including mentoring and case management. The proposed agreement will continue to provide these services. Mentoring is at the core of all Focus Forward services, in partnership with Probation and several universities including California State University, Fresno, Fresno Pacific University, USC, Arizona State University among others. Interns from these colleges and volunteer mentors are recruited from the community through Focus Forward's website, special events, and word of mouth. The mentors provide one-on-one mentoring, tutoring, and assess the youths needs for ongoing services. The mentors also arrange for service providers to meet with the youth while they are still in custody, creating a connection, so that the youth will more likely avail themselves of services when they are released.

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.

These services are essential for our juvenile wards and Focus Forward provides effective supportive services to the Probation Department. Research indicates that self-efficacy, an individual's belief in his or her own ability to produce a specific outcome, may be the most important individual protective factor that youth can develop to deter them from gangs, drugs, school failure, and other adolescent problems. Mentors, whether mentoring one-on-one or leading workshops, have the opportunity to assist youth in achieving self-efficacy by cultivating their confidence in making good choices, assisting them in reframing situations so they can gain control of the outcomes, and serving as role models with qualities and capabilities that the youth admire and want to emulate. This empowers the youth to make safe, healthy, and appropriate decisions while in custody and when they return to the community.

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.

Focus Forward's unique qualities and/or capabilities are that they have been providing these services to the County at the JJC from 2006 to 2014 free of charge through limited alternative funding . The Probation Department has been satisfied with these services and desires for Focus Forward to continue to provide services to at-risk youth that are in custody and during their re-entry.

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Requested By:

Admin. Director

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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gcornuelle 6/10/2019 2:53:18 PM

Purchasing Manager Signature

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