

Date Received

CHIEF ADMINISTRATIVE OFFICE
Procurement and Contracts Division

NON-COMPETITIVE PURCHASE REQUEST JUSTIFICATION

Required for all (non-emergency) sole source acquisitions in excess of \$5,000.00 and sole source service requests in excess of \$100,000.00.

This justification document consists of three (3) pages. All information must be provided and all questions must be answered. **Department Head approval is required.**

Requesting Department Information

Department:	Org Code:	
24-Sheriff	2430300	
Contact Name:	Subobject:	User Code:
Cpt. Tasha Thompson Katie Cruickshank KC	4300	
Telephone:	Fax:	
(530) 621-5609	(530) 642-9473	

Required Supplier / Vendor Information

Vendor / Supplier Name:	Vendor / Supplier Address:
El Dorado County Office of Education (EDCOE)	6767 Green Valley Road
Contact Name:	
Wendy Frederickson	Placerville, CA 95667
Estimated Purchase Price/Contract Amount:	Vendor / Supplier Email Address:
\$360,000.00	wfrederickson@edcoe.org
Telephone:	Fax:
(530) 295-2400	

Provide a brief description of the request, including all goods and/or services the vendor/supplier will provide and supporting exemption reference from Board Policy C-17 - Procurement Policy:

Sheriff Custody requests approval to continue partnering with the El Dorado County Office of Education (EDCOE) Adult Education Program to provide Moral Reconciliation Therapy (MRT) programming at the Placerville and South Lake Tahoe Jails. EDCOE will furnish trained instructional personnel, 0.5 Full-Time Equivalent (FTE) at Placerville and 0.25 FTE at South Lake Tahoe, along with administrative support, curriculum materials, MRT workbooks, software, and related supplies. This procurement qualifies for exemption under Board Policy C-17(f) because maintaining continuity with EDCOE, a local public entity located in the same county as Sheriff Custody, ensures the preservation of critical institutional knowledge, established working relationships, and efficient coordination among personnel who serve the same community. Engaging a different provider would disrupt this continuity and reduce the operational efficiencies achieved through years of direct collaboration between two El Dorado County agencies.

Department Head: Monica Ferguson
Monica Ferguson (Jul 18, 2026 09:47:14 PDT)
Signature

Purchasing Agent: Laura Schwartz
Laura Schwartz (Jul 16, 2026 11:09:58 PDT)
Signature

Board of Supervisors:

Date:

Item:

P&C Assignment:

Assigned To:

Date:

A. The good/service requested is restricted to one supplier for the reason stated below:

1. Why is the acquisition restricted to this goods/services supplier? (Explain why the acquisition cannot be competitively sourced. Explain how the supplier is the only source for the acquisition.)

The acquisition is limited to EDCOE because it is the closest qualified provider and the only adult education institution physically located within El Dorado County that already operates inside the local jail facilities. EDCOE's staff and Sheriff Custody personnel work in the same community, share local operational knowledge, and maintain daily communication channels that support secure and efficient MRT program delivery. While MRT could theoretically be delivered by an outside vendor, no other provider can offer the proximity, familiarity with County policies, or local presence required to sustain safe, reliable, and coordinated programming within El Dorado County's correctional environment.

2. Provide the background of events leading to this acquisition.

Sheriff Custody has long relied on EDCOE for adult education services, including MRT programming since 2018, because EDCOE's instructors live and work in El Dorado County and understand the unique characteristics of the local jail population. The County has implemented MRT as part of its broader rehabilitation and reentry strategy, and EDCOE has been the established partner in delivering this evidence-based intervention. Continuation of this contract ensures consistent access to MRT services and leverages EDCOE's existing operational integration within the jail facilities.

3. Describe the uniqueness of the acquisition. (Why was the goods/services supplier chosen?)

EDCOE was chosen for its unique alignment with Sheriff Custody's operational needs: both agencies serve the same county, share community-based goals, and maintain longstanding professional relationships. EDCOE's MRT instructors are already vetted, trained, and embedded in local jail operations, which creates efficiencies and minimizes disruption. Their proximity allows for flexible scheduling, rapid communication, and a practical understanding of the specific needs of El Dorado County inmates, advantages that non-local providers do not possess.

4. What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?

If the County does not continue this arrangement with EDCOE, Sheriff Custody would lose access to established MRT programming and the benefits of coordinated rehabilitative services delivered by local personnel since 2018. Securing an out-of-county provider would likely introduce logistical complications, delays, increased costs, and reduced program stability. More importantly, discontinuing MRT would diminish the Sheriff's Office's ability to provide evidence-based rehabilitation, undermining efforts to reduce recidivism and support successful community reentry for inmates.

5. What market research was conducted to substantiate no competition, including the evaluation of other items or service providers? (Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The name and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

Sheriff Custody evaluated the feasibility of obtaining MRT programming from other providers. Potential external vendors are located outside El Dorado County and lack the local presence, established relationships, and secure-facility familiarity that EDCOE possesses. Because EDCOE already maintains personnel cleared for work in both the Placerville and South Lake Tahoe Jails and is the closest public education provider serving this community, expanding the search to distant organizations would not yield a provider capable of matching EDCOE's operational efficiency or community-based knowledge. Accordingly, additional competitive outreach was not performed.

B. Price Analysis:

1. How was the price offered determined to be fair and reasonable? (Explain what basis was used for comparison and include cost analysis as applicable.)

EDCOE's pricing reflects actual instructional costs, administrative duties, and MRT materials required for the program. As a local public education institution, EDCOE's cost structure is driven by standardized public-sector salary schedules and documented material expenses. Sheriff Custody compared past contract costs and verified the consistency and fairness of EDCOE's pricing. Continued service delivery by a provider already located within the County helps limit overhead, travel expenses, and coordination time that would increase with an out-of-county vendor, further supporting the determination that the price is fair and reasonable.

2. Describe any cost savings or avoidance realized (one-time or ongoing) by acquiring the goods/services from this supplier.

The value of this contract will be reimbursed by the Community Corrections Partnership (CCP) in California, pursuant to AB 109, with a net zero impact to the County's General Fund. Contracting with EDCOE provides significant ongoing cost avoidance because the agency is local, fully integrated into County operations since 2018, and already equipped with MRT-certified personnel familiar with jail procedures. Sheriff Custody avoids higher costs associated with on-boarding a new provider, including security clearance processing, travel expenses, facility orientation, and administrative set-up. Leveraging an existing intra-county partnership ensures stable program continuity and prevents costly service interruptions that would occur if the County attempted to transition to a non-local provider.