CHIEF ADMINISTRATIVE OFFICE

Procurement and Contracts Division

Date Received	

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 Depar	tment Informat	tion			
Department:			Org Code:				
51-Social Services			5130				
Contact Name:		Subobject:		User Code:			
Alexxa Lotze							
Telephone:			Fax:				
530-642-4860			530-626-7427				
Required Supplier / Vendor Information							
Vendor / Supplier Name:			Vendor / Supplier Address:				
Susan A Stoeffler			312 Main St.	312 Main St. Ste. 203, Placerville, CA 95667			
Contact Name:							
Susan Stoeffler							
Estimated Purchase P	rice/Contrac	t Amount:	Vendor / Supplier Email Address:				
\$150,000.00		susanstoefflermft@gmail.com					
Telephone:			Fax:				
530-303-8011			530-903-3370				
Provide a brief descrip	tion of the re	equest, including all goods	and/or services th	e vendor/supp	olier will provide and supporting		
exemption reference fr	om Board P	olicy C-17 - Procurement F	Policy:				
Pursuant to California Welf to promote family reunificat achieving permanency, and provision of therapeutic cou basis to receive necessary provider is based upon the	are and Institution for childred strengthenin unseling and rand often countries.	tions Code Sections 16501-16 n and families. Such services a g families to successfully care t elated services to ensure that C urt-mandated services from the	508, HHSA Child We re designed to promo or their children. HHS SWS clients can be re most appropriate an t. The procurement is	elfare Services (Cote the well-beinder SA maintains ag eferred by their of d conveniently lo	case worker on an "as needed"		
Department Head: Purchasing Agent:		8, 2025 12:50:56 PDT) 025 12:28:39 PDT)					
	Signature						
Board of Supervisors:			P&C Assignmer	nt:			
Date:			Assigned To:				
Item: 25-1340			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.)

HHSA CWS currently utilizes Susan Stoeffler to provide services under agreement #8062 to clients who do not qualify for therapeutic counseling services through their private insurance which includes: attendance at juvenile court appearances, Child and Family Team (CFT) or Multidisciplinary Team (MDT) meetings, individual/couple/and family therapy, court documentation, and initial and progress reports. The provider works collaboratively with CWS staff to assist clients with addressing their trauma and other issues via therapy with the goal of family reunification and/or safely maintaining children in the home. Susan Stoeffler is also one of the few providers that accepts Medi-Cal.

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

The current Susan A. Stoeffler contract #8062 for therapeutic counseling and related services is being spent faster than anticipated and expires 02/28/2027. Susan Stoeffler is one of the few contracted vendors on the West Slope of El Dorado County that accepts clients with Medi-Cal which has increased staff familiarity with this vendor causing the overall utilization of this agreement to increase. This requires the submittal of the first amendment request for this contract to amend the maximum obligation which exceeds purchasing authority, necessitating approval by the BOS. The Scope of Services and Compensation for Services Articles were also updated to include new services and rates.

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

HHSA CWS currently utilizes Susan Stoeffler to provide services under agreement #8062 to clients who do not qualify for therapeutic counseling services through their private insurance which includes: attendance at juvenile court appearances, Child and Family Team (CFT) or Multidisciplinary Team (MDT) meetings, individual/couple/and family therapy, court documentation, and initial and progress reports. The provider works collaboratively with CWS staff to assist clients with addressing their trauma and other issues via therapy with the goal of family reunification and/or safely maintaining children in the home. Susan Stoeffler is also one of the few providers that accepts Medi-Cal. Continuing services with Susan Stoeffler is the best option to ensure consistent and continual therapeutic counseling/therapy and related services for clients. The procurement is for services where the continuity of the provider will provide efficiency and critical knowledge that other providers cannot provide.

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

Disapproval of the first amendment to Agreement for Services #8062 with Susan Stoeffler will result in disruption of therapeutic counseling/therapy and related services currently being provided to HHSA CWS clients and will significantly diminish CWS's ability to refer future clients (including Medi-Cal eligible clients) for therapeutic counseling/therapy and related services. HHSA would fail to meet the therapeutic counseling/therapy service needs of CWS clients.

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.)

An effort to identify other goods/services was not performed as HHSA CWS has clients in Placerville for the provision of therapeutic counseling/therapy and related services. Transitioning these client to another service provider could be detrimental to their therapeutic counseling/therapy and related services. Continuing services with Susan Stoeffler is the best option to ensure consistent and continual therapeutic counseling/therapy and related services for these clients. Additionally, HHSA CWS has determined, in accordance with County Ordinance Section 3.13.030, paragraph (B), that this contract may be awarded to Susan Stoeffler for substance abuse treatment services because she possesses specialty skills and qualifications not expressly identified in County classifications that are involved in the performance of the work.

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.)

Per https://www.elisamartineztherapy.com/therapist-thoughts-on-anxiety-depression-trauma-stress/how-much-does-therapy-cost-in-california, a 2022 survey of over 250 California mental health professional found that 62% of therapists charge between \$150-\$250 per session.

When comparing the Susan Stoeffler contract #8062 therapeutic counseling/therapy and related service prices to those same/similar services in our contract #6973 with The Center for Violence Free Relationships and our contract #9109 with Alice Rodriguez, it appears that Susan Stoeffler's prices are in-line with other providers in our area.

For example, please see the below rate comparisons for the therapeutic counseling/therapy and related services offered by the following contractors located on the West Slope:

- The Center (#6973) = \$150.00 per 50 minutes (1st Amendment to agreement executed on 08/13/2024)
- Alice Rodriguez (#9109) = \$150 per hour (original agreement executed on 11/05/2024)

Given all of the information/comparisons above, the prices offered by Susan Stoeffler appear to be fair and reasonable.

supplier.

N/A.

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