

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 Department Information


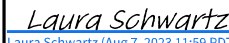
Department: 51-Social Services and 52-Community Services	Org Code: 5110100 and 5210140	
Contact Name: Laura Walny	Subobject: 	User Code:
Telephone: 530-642-7249	Fax: 530-622-1543	

Required Supplier / Vendor Information

Vendor / Supplier Name: DNT In Home Care, Inc., doing business as Senior Helpers	Vendor / Supplier Address: 3440 Palmer Drive #8H, Cameron Park, California 95682
Contact Name: Desiree Trunzo	
Estimated Purchase Price/Contract Amount: \$260,000	Vendor / Supplier Email Address: dtrunzo@seniorhelpers.com
Telephone: (530)270-9482	Fax:

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:

Agreement to enable multiple County programs to utilize the vendor to provide non-medical in-home support services to older and dependent adults as per the allowable expenditures of the Adult Protective Services (APS) program's ARPA, APS Home Safe and Cal-OES EDAAP grant funding and the Area Agency on Aging (AAA) program's Family Caregiver Support (FCSP) Program. This Agreement 7880 renews Agreement 5133 and will provide continuity of services through existing providers, per 3.4(2)(f) of the County Procurement Policy. HHSA has a high need of support services for older adults and is willing to explore agreements with all vendors providing these services within the County of El Dorado, to ensure client needs can be met.

Department Head:	 <small>Olivia Byron-Cooper (Aug 4, 2023 12:47 PDT)</small> Signature
Purchasing Agent:	 <small>Laura Schwartz (Aug 7, 2023 11:59 PDT)</small> Signature

Board of Supervisors:	P&C Assignment:
Date: <input type="text"/>	Assigned To: <input type="text"/>
Item: <input type="text" value="23-1366"/>	Date: <input type="text"/>

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 vendor provides non-medical in-home supportive services to include: chore, supplemental personal care, supplemental protective supervision, respite care, non-emergency non-medical transportation, social reassurance/support services. They are the only vendor we have seen over the years offering supplemental protective supervision, transportation and social reassurance and support services through the same agency.

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

Agreement in place previously with partners in Older Adult Services, adding Adult Protective Services to the agreement so that we may offer the services to the older and dependent adult population of Adult Protective Services.

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

This agreement will enable APS and Older Adult Services to provide a wider array of services to vulnerable individuals and families who are struggling to meet their needs and to provide them with an opportunity to develop a more permanent solution for their situation while remaining in their own homes and communities with support.

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

HHS would continue to provide services through existing contracts, but would be limited in the service providers available and thus may not be able to provide the needed services. Service provision is contingent upon not only an agreement in place but sufficient staffing from the various vendors in the region to meet the demand for service. Given the staffing challenges home and community based agencies have historically had in the region, having agreements in place with multiple providers increases the chance that someone is available to provide services for our clients when in need.

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.)

A competitive solicitation process was completed in 2019 for the identification of service providers for the FCSP program. Two contractors responded to the solicitation, Senior Helpers and A Hand at Home, resulting in service agreements with each provider. HHSa has a high service need and would be willing to execute agreements with any eligible providers willing to provide these services to older adult residents in the County of El Dorado.

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.)

No formal price analysis, however the pricing is consistent with what we have paid for similar services via other vendors in the region.

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

The cost is measured in whether or not the services are available or not. Providing the services and supports as a stop gap measure ultimately costs less in the long run as without the services individuals and families situations tend to deteriorate and thus their care needs increase and become more expensive to the County as a whole.