

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:
<input type="text" value="51-Social Services"/>	<input type="text" value="5130"/>
Contact Name:	Subsubject:
<input type="text" value="Alexxa Lotze"/>	<input type="text" value=""/>
Telephone:	Fax:
<input type="text" value="530-642-4860"/>	<input type="text" value="530-626-7427"/>


Required Supplier / Vendor Information


Vendor / Supplier Name:	Vendor / Supplier Address:
<input type="text" value="Maximus US Services, Inc."/>	<input type="text" value="1600 Tysons Blvd, 14th Floor, Tysons, VA 22102"/>
Contact Name:	Program Manager:
<input type="text" value="Edward (Eddie) Mirza"/>	<input type="text" value=""/>
Estimated Purchase Price/Contract Amount:	Vendor / Supplier Email Address:
<input type="text" value="\$289,000.00"/>	<input type="text" value="edwardmirza@maximus.com"/>
Telephone:	Fax:
<input type="text" value="Main: (415)699-6737; Office: (415)557-5942"/>	<input type="text" value=""/>

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:

Per California Welfare and Institutions Code (W&IC) Section 13757(a)(2), counties are required to screen all foster children/youth in care for potential Social Security Administration (SSA) income/benefits eligibility, including Social Security Survivors (SSV) benefits, Social Security Disability (SSD) benefits, and Social Security Retirement (SSR) benefits, and Supplemental Security Income/State Supplementary Payment (SSI/SSP) when foster children/youth are at least 16 years of age and no more than 17 years of age. Disabled foster youth who emancipate from care without establishing eligibility for federal benefit are especially vulnerable to negative outcomes such as undiagnosed medical conditions or homelessness. This SSA income screening will increase the chances for foster youth to have a successful transition to independent living.

El Dorado County, Health and Human Services Agency's (HHSA) Child Welfare Services (CWS) program lacks the necessary trained staff to navigate the complex application, potential reapplication, and appeals that are indicative of the SSA income/benefits determination process. Continuing services with Maximus is the best option to ensure consistent and continual SSA income/benefit screening and assistance for foster youth in El Dorado County.

Department Head: 
[Olivia Byron-Cooper \(Mar 10, 2026 09:52:40 PDT\)](#)
Signature

Purchasing Agent: 
[Michele Weimer \(Mar 18, 2026 08:59:31 PDT\)](#)
Signature

Board of Supervisors:	P&C Assignment:
Date: _____	Assigned To: _____
Item: _____	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.)

Maximus has 22 years of experience working with the SSA and 42 years of operating federally-funded programs. Maximus is uniquely qualified to operate as an SSA income/benefits advocate at the level required by the County. In addition, Maximus recognizes the importance of being proactive for the transitioning foster youth population to ensure no interruption of benefits once the foster youth turns 18 years old.

Disabled foster youth who emancipate from care without establishing eligibility for federal benefits are especially vulnerable to negative outcomes such as undiagnosed medical conditions or homelessness. This SSA income/benefits screening will increase the chances for foster youth to have a successful transition to independent living. Continuing services with Maximus is the best option to ensure consistent and continual SSA income/benefit screening and assistance for foster youth in El Dorado County.

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

06/30/2020: 20-0035 = Agreement for Services #4548, Original Agreement, Maximus US Services, Inc.

06/06/2023: 20-0035 = Agreement for Services #7541 (renewal of #4548), Original Agreement, Maximus US Services, Inc.

TBD----- = Agreement for Services #____ (renewal of #7541), Original Agreement, Maximus US Services, Inc.

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

Maximus has 22 years of experience working with the SSA and 42 years of operating federally-funded programs. Maximus is uniquely qualified to operate as an SSA income/benefits advocate at the level required by the County. In addition, Maximus recognizes the importance of being proactive for the transitioning foster youth population to ensure no interruption of benefits once the foster youth turns 18 years old.

Disabled foster youth who emancipate from care without establishing eligibility for federal benefits are especially vulnerable to negative outcomes such as undiagnosed medical conditions or homelessness. This SSA income/benefits screening will increase the chances for foster youth to have a successful transition to independent living. Continuing services with Maximus is the best option to ensure consistent and continual SSA income/benefit screening and assistance for foster youth in El Dorado County.

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

Should the Board decline to approve the renewal of Agreement #7541, HHSA would continue to provide these services with current staff, who do not have extensive training in this area and would have less time to provide current services. HHSA would be limited in its ability to provide accurate and improved SSA income/benefits advocacy to its clients.

Disabled foster youth who emancipate from foster care might become especially vulnerable for negative outcomes, such as undiagnosed medical conditions or homelessness, if the youth is unable to establishing eligibility for federal SSA income/benefits. With assistance in establishing these SSA income/benefits, there would be a decrease in foster youth that have a successful transition to independent living.

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.)

Under the County of El Dorado Board of Supervisors Procurement Policy C-17 Section 3.4, effective October 20, 2022, HHSA recommends with El Dorado County Chief Administrative Office Procurement and Contracts Division concurrence, that competitive bidding requirements be waived for exemption reason (2(f)) "the procurement is for goods where the continuity of providers will provide efficiency or critical knowledge, and other providers of the goods cannot provide similar efficiencies or critical knowledge."

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.)

See above.

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

See above.