

**CHIEF ADMINISTRATIVE OFFICE**  
**Procurement and Contracts Division**

Date Received
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**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	Org Code: 5130
Contact Name: Brian Michaelson	Subsubject: _____ User Code: _____
Telephone: x6922	Fax: _____


**Required Supplier / Vendor Information**

Vendor / Supplier Name: El Dorado County Office of Education	Vendor / Supplier Address: 6767 Green Valley Road, Placerville CA 95667
Contact Name: Deanna Santana	Vendor / Supplier Email Address: dsantana@edcoe.org
Estimated Purchase Price/Contract Amount: \$490,000	Fax: _____
Telephone: 530-295-2493	

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:

The loss of continuity with this provider will be a major setback to the child abuse prevention efforts as we are in the midst of a statewide effort to implement the Family First Prevention and Services Act (FFPSA). EDCOE is a leader in our local efforts to plan and implement community wide prevention efforts related to FFPSA. The loss would result in fewer services to the community and reduced child abuse prevention activities, resulting in an increase in child abuse and neglect in our community. El Dorado County Office of Education has been coordinating the council in El Dorado County since 2012. Exemption is 3.4.2(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."

Department Head:   
Olivia Byron-Cooper (May 25, 2023 14:08 PDT)  
Signature

Purchasing Agent:   
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.)

Child Abuse Prevention Coordinating Councils are governed by Welfare and Institutions Code 18982, with specific requirements for the funding, representation, etc. The primary purpose of this community council is to coordinate the community's efforts to prevent and respond to child abuse. El Dorado County Office of Education maintains a long track record of coordinating the council, improving our local awareness of child abuse. This is a council of the Board of Supervisors. Competitively sourcing this agreement will result in a loss of historical knowledge, relationships and momentum in the fight against child abuse locally.

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

The child abuse prevention coordinating council act became effective in 1989, outlining the requirements for local child abuse prevention councils. It was the intent of the legislature to fund child abuse prevention coordinating councils in each county. El Dorado County Office of Education has been coordinating the council since 2012.

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

El Dorado County Office of Education was chosen given their support of the diverse educational needs of El Dorado County's student population. They are a support system for local districts, liaison with the state, and serve the county's most vulnerable student populations. It is housed within the Early Learning and Family Support Division which works to ensure optimal environments for all children to grow and thrive. They are committed to planning for high quality, accessible early learning and care environments as well as strong and supported families.

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

The loss of continuity with this provider will be a major setback to the child abuse prevention efforts as we are in the midst of a statewide effort to implement the Family First Prevention and Services Act (FFPSA). EDCOE is a leader in our local efforts to plan and implement community wide prevention efforts related to FFPSA. The loss would result in fewer services to the community and reduced child abuse prevention activities, resulting in an increase in child abuse and neglect in our community.

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.)

N/A

**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.)

Rates are consistent with prior agreements with this vendor

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

N/A