



JUSTIFICATION FOR EXCEPTIONS TO COMPETITIVE PROCUREMENT

Form ID: HHS-Sol-

It is the policy of the Board that the County conduct an open, fair and full competitive solicitation process for the procurement of goods and/or services, with exemptions for certain goods, services and classes of procurement, and case-by-case exceptions, subject to a detailed review and approval process. The residents of Santa Clara County are best served when sound business decisions are made through a full and open competitive bidding processes. There may be certain instances when exceptions are warranted and justifiable. When a County agency/department recommends that competitive bidding is not practicable or in the best interest of the tax payers, appropriate justification supporting an exception must be submitted to the Procurement Department. Should you have any questions, please do not hesitate to contact: Alice Bailey, C.P.M., CPPO, Director of Procurement at (408) 491-7439.

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|---|--|--|------------------------------|----------------|----------------------|
| Date of Submission: | | | | | |
| Submit Document via SAP Requisition: | | Refer to the Contact and Commodity Assignment List for buyer code guidance. | | | |
| SECTION I | | | | | |
| Proposed Contractor/ Consultant: | | San Jose State University Research Foundation (SJSURF) | | | |
| Total Estimated Value of the Service Agreement: | | \$ 300,000.00 | Start Date: | 07/01/2019 | End Date: 06/30/2021 |
| Description of Service: | | award scholarship to its university students enrolled in a bachelor of arts program in social work | | | |
| User Budget Unit - Agency/Dept: | | 0415 - Behavioral Health Services | Agency/Dept Abbreviation: | HHS | |
| Name of Requestor: | | Evonne Lai | Phone #: | (408) 885-3289 | |
| SECTION II | | | | | |
| Mark appropriate box for Contract's Signature Authority | | | | | |
| <input checked="" type="radio"/> | Board of Supervisors | | | | |
| <input type="radio"/> | Delegated to Department Head or designee | | | | |
| <input type="radio"/> | Director of Procurement | | | | |

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| SECTION III | |
| Pursuant to Board Policy 5.6.2, the following are EXCEPTIONS to competitive bidding. Select the appropriate exception. <i>Agencies/ Departments requesting an Exception must provide documentation to establish there is only one source or it is otherwise in the County's best interest to waive the required bidding procedures.</i> | |
| <input checked="" type="radio"/> | Sole Source: A Sole Source Procurement is a sourcing method used to procure a service without competition when it has been determined that there is only one source for the required service that is capable of meeting the requirements of the acquisition as defined in the Scope of Work or specification. |
| <input type="radio"/> | Single Source: A Single Source Procurement is a sourcing method used to procure a service from one source, without soliciting competition, even though there are other vendors that can provide the service as defined in the scope of work or specification. |



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SECTION IV

PURPOSE OF THE PURCHASE - Please describe the minimum requirements and the benefits of making the acquisition.

The Santa Clara County Behavioral Health Services Department (BHSD) is implemented a Mental Health Scholarship Program (MHSP). This program supports the BHSD's commitment to developing a workforce that meets the needs of the County's diverse population, is trained in the principals of wellness and recovery, utilizes strength-based approaches, and uses culturally competent interventions. The MHSP is intended to provide financial support to attract and enable students to enroll or are currently enrolled in a Bachelor of Arts (BA) program in Social Work to earn a BA in Social Work. A BA in Social Work is a prerequisite to employment and advancement in public behavioral health. This need is evident as social work positions, especially from culturally diverse, under-served or unserved populations are extremely difficult to fill in Santa Clara County.

SECTION V

MARKET RESEARCH - Please describe your market research and the results thereof. This should include a description of similar sources or products available in the market, if any, and why they are not acceptable.

The BHSD's Intern Program and Career Pathways program coordinator researched local public universities through internet research, calls, and e-mails, and San Jose State University was the only provider that awarded a specific Bachelor of Arts Degree in Social Work within Santa Clara County.



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SECTION VI

BEST INTEREST OF THE COUNTY - Please provide a detailed description as to why a waiver of formal bidding is in the County's best interest (e.g. product standardization, compatibility, proprietary access or distributorship and the consequences of not doing so. NOTE: A lack of advance planning, loss of funding, or insufficient time are not an acceptable justification for exceptions.)

As the only accredited university in Santa Clara County that offers a Bachelor of Arts degree in Social Work, it is in the best interest of the County to work with SJSU to ensure a scholarship program is established to facilitate a pipeline of students who are developing skills and meeting prerequisites to potentially qualify to become social workers for the County of Santa Clara.

SECTION VII

FUTURE PLANS - Please describe the actions the department/agency will take to overcome the present barriers to competition prior to any future purchases of this product or service if this exception is approved.

The BHSD internship program will continue to research Bachelor of Arts programs within the County of Santa Clara to determine if other accredited educational institutions (e.g., colleges and universities) develop a specific Bachelor of Arts programs dedicated to Social Work. The BHSD requests the selection of this vendor for 5 years. The annual estimated amount for each fiscal year is \$150,000. If market research determines other accredited educational institutions within Santa Clara County offer a Bachelor of Arts program in Social Work, the BHSD will issue a competitive solicitation.



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SECTION VIII

SCOPE OF WORK/SPECIFICATIONS - Please provide all scopes of work or stated specifications. Information will be posted as an Advance Notice of Intent to Waive Competition to the public. Use an attachment for additional pages. SOW must include these elements: Objective (well-defined, quantifiable expected results include any significant deliverables & milestones) and Scope (what the work should or should not include; brief description of services desired; location of work). Do not include contract language, vendor information or pricing.

JUSTIFICATION FOR NON-COMPETITIVE ACQUISITION

SECTION IX

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| Requesting Agency/Department Contracts Manager: | Print Name: Evonne Lai |
| | Signature: |
| | Phone: 408-885-3289 |
| | Email: evonne.lai@hhs.sccgov.org |

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| Requesting Agency/Department Director: | Print Name: Toni Tullys, MPA |
| | Signature: DocuSigned by: <i>Toni Tullys</i> AB2AABE6ED30409... |

SECTION X

Decision and Required Steps Following Decision (to be completed by OCCM or Procurement)

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| <input checked="" type="radio"/> | Approved | <input checked="" type="radio"/> Attach to Legislative File <input type="radio"/> Attach to Delegation of Authority Coversheet <input type="radio"/> Attach to Service Agreement Checklist |
| <input type="radio"/> | Approved with Conditions | Comments: |
| <input type="radio"/> | Additional Information Required | Comments: |
| <input type="radio"/> | Denied with Recommended Action | Comments: |

SECTION XI

Office of Countywide Contracting Management/ Procurement Department Signature

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| DocuSigned by: <i>Theresa Therilus</i> 62FFB3861A8B15F Theresa Therilus | Date: 4/22/2019 |
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