

“SOLE SOURCE” PROCUREMENT JUSTIFICATION

Sole source purchases are goods and services available from only one vendor. There may be just one vendor because of patents or copyrights or simply because the vendor is the only one which supplies the good or service. Using Department must provide a written explanation as to why only this particular product/service is acceptable and why no other will be suitable or acceptable to meet the need. A quote must accompany this form.

Department name: Health and Human Services

1. Name of product or service: Supportive Housing Navigation Services for Homeless or Near Homeless Individuals
2. Name of product manufacturer: _____
3. Name of “sole” product supplier or service provider: Mesilla Valley Community of Hope
4. Describe in general terms the product/service you are requesting and the intended application.

Law Enforcement Assisted Diversion (LEAD) is a community-based diversion approach with the goals of improving public safety and public order, and reducing unnecessary justice system involvement of people who participate in the program. This program at Dona Ana County was recently funded through the Comprehensive Opioid, Stimulant and Substance Abuse Program which provides guidance and resources to the eligible clients. Supportive housing and housing navigation is an aspect of improving public safety. Housing first is an initiative that prioritizes permanent and supportive housing to people experiences homelessness or that are near homeless that can improve their quality of life. Mesilla Valley Community of Hope is the agency that has successfully provided these services to members of Dona Ana County.

5. Describe the unique features/capabilities/characteristics that distinguish it from other products/services.

Mesilla Valley Community of Hope provides support through multiple services to help people get off the streets. Case managers provide people with referrals and to other agencies that can help with any obstacles. The case managers are able to help with temporary and permanent housing, case management and basic living skills.

6. How did you determine there was only one source for the product or service? Provide information on the research that was performed to locate suppliers for this product(s) or service(s). (Please furnish names, addresses and other documentation).

Mesilla Valley Community of Hope accepts all and any individuals that are in need. La Clinica de Familia (LCDF) offers housing services, but these services have eligibility qualifications and they also have to be an established LCDF client.

7. What product supplier or service provider has your Department used until now to satisfy similar requirements?
Mesilla Valley Community of Hope is the agency that is utilized when incorporating supportive housing services. I am not aware of additional agency that solely provides supportive housing services.



10/28/2020

Signature of Department Head

Date

(Attach Quote and Use Additional Sheets As Necessary)

**This form is used by Purchasing Department to determine if a "Sole Source" procurement criterion is met.
Completing this form does not guarantee approval of this type of procurement.

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October 13, 2020

TO: Doña Ana County:

The Mesilla Valley Community of Hope (MVCH) serves people experiencing homelessness in Doña Ana County. One of the comprehensive services MVCH offers is permanent supportive housing for people experiencing homelessness. MVCH is the only agency in Doña Ana County that provides Permanent Supportive Housing Programs for chronically homeless people.

MVCH is participating in the LEAD program with Doña Ana County. This program is grant funded. MVCH assists the program with providing housing and services for clients participating in the LEAD program. This includes finding appropriate units that are safe, sanitary and affordable; working with landlords and providing rental assistance; working with clients on lease compliance, supportive services as it relates to client self-sufficiency including food security, health and mental health care, income support, substance use issues, and any other tenant-based responsibilities.

Quote: \$700 per month per client for 5 months; the first year MVCH will work with 20 clients and the 2nd and 3rd year MVCH will serve 27 clients.

We look forward to working with the County in this capacity.

Regards,

A handwritten signature in blue ink, appearing to read "Nicole Martinez", is written over the "Regards," text.

Nicole Martinez
Executive Director