



# County of Monterey

**Item No.**

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

**Legistar File Number: A 23-443**

**September 19, 2023**

**Introduced:** 9/5/2023

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BoS Agreement

- a. Authorize the Contracts/Purchasing Officer or designee to execute a non-standard agreement with Lexipol, LLC, for a Law Enforcement Policy Manual, for the period of October 1, 2023, through September 30, 2028, with a not to exceed sum of \$66,857.00; and
- b. Authorize the Contract/Purchasing Officer or Contracts/Purchasing Supervisor to sign and execute the appropriate documents and verifications when required; and
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to issue purchase orders on an as-needed basis pursuant to this Agreement over the period of October 1, 2023, through September 30, 2028.

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

- a. Authorize the Contracts/Purchasing Officer or designee to execute a non-standard agreement with Lexipol, LLC, for a Law Enforcement Policy Manual, for the period of October 1, 2023, through September 30, 2028, with a not to exceed sum of \$66,857.00; and
- b. Authorize the Contract/Purchasing Officer or Contracts/Purchasing Supervisor to sign and execute the appropriate documents and verifications when required; and
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to issue purchase orders on an as-needed basis pursuant to this Agreement over the period of October 1, 2023, through September 30, 2028.

**SUMMARY/DISCUSSION:**

Lexipol, LLC (Lexipol) provides annual law enforcement policy manuals, daily training bulletins and supplemental publication services with procedures. Agencies that utilize Lexipol have clear, effective policy manuals that reflect policies that are up to date with industry standards and best practices, content specific to California laws and practices, and provide daily scenario-based training that reinforces agency policies and timely updates in response to new legislation and case law.

The Park Rangers require access to comprehensive policies to limit agency risk and enhance personnel safety. By using this application, customized policies are kept up to date with both national and California-specific policies for the Park Rangers. Completion of the policy manual and posting to the County website, would finalize compliance with California Senate Bill 978, which requires public law enforcement agencies to develop the policies and provide public accessibility to said policies and manuals.

Staff requests the Board of Supervisors approve and authorize the Contracts/Purchasing Officer Contracts/Purchasing Supervisor to execute the proposed non-standard Agreement with Lexipol (Attachment A) and to issue purchase orders on an “as needed” basis, in the aggregate amount not to exceed \$66,857.00, over the period of October 1, 2023, through September 30, 2028. The Board of Supervisors approved a similar agreement between Lexipol and the County for the District Attorney’s office on January 10, 2023, and for the Probation Department on August 19, 2023

OTHER AGENCY INVOLVEMENT:

The Office of County Counsel and Auditor-Controller’s Office reviewed and approved the proposed non-standard Agreement as to form and fiscal provisions, respectively.

FINANCING:

Total annual fees to be paid in each fiscal year are: FY2023-24 - \$36,106.00; FY2024-25 - \$7,134.00; FY2025-26 - \$7,491.00; FY2026-27 - \$7,866.00; and FY2027-28 - \$8,260.00. There is sufficient funding available in the Fiscal Year 2023-24 Approved Budget, Fund 001, Dept. 3200, Budget Unit 8556, Appropriation Unit PFP058. Future budget requests will include sufficient appropriations for subsequent Agreement term years.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended action supports the Board of Supervisors Strategic Initiatives for Administration and Public Safety. By keeping Park Rangers knowledge of case law, procedures, and policies up to date, as well as ensuring training is current and compliant with California SB 978, the Parks will be a safe place to visit.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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Reviewed by: Bryan Flores, Chief of Parks, x6425

Approved by: Randell Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities and Parks

DocuSigned by:  
Randell Ishii

9/6/2023 | 3:46 PM PDT

The following attachment is on file with the Clerk of the Board:  
Attachment A - Proposed Non-Standard Agreement with Lexipol, LLC