



County of Monterey

Item No.

Board Report

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

Legistar File Number: A 23-405

August 29, 2023

Introduced: 8/11/2023

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Authorize the Contracts/Purchasing Officer or their designee to execute a non-standard Agreement with Lexipol, LLC, for a subscription to the Annual Juvenile Detention Policy Manual and Annual Law Enforcement Policy Manual, for an effective date upon execution through July 31, 2024 and for a total Agreement amount not to exceed \$31,084; and
- b. Approve non-standard contract provisions as recommended by the Chief Probation Officer; and
- c. Authorize the Contracts/Purchasing Officer or their designee to sign future amendments to the Agreement where the amendments do not exceed 10% (\$3,108) of the original Agreement amount and do not significantly alter the scope of services, for a not to exceed maximum amount of \$34,192.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Contracts/Purchasing Officer or their designee to execute a non-standard Agreement with Lexipol, LLC, for a subscription to the Annual Juvenile Detention Policy Manual and Annual Law Enforcement Policy Manual, for an effective date upon execution through July 31, 2024 and for a total Agreement amount not to exceed \$31,084; and
- b. Approve non-standard contract provisions as recommended by the Chief Probation Officer; and
- c. Authorize the Contracts/Purchasing Officer or their designee to sign future amendments to the Agreement where the amendments do not exceed 10% (\$3,108) of the original Agreement amount and do not significantly alter the scope of services, for a not to exceed maximum amount of \$34,192.

SUMMARY:

Since 2014, the County of Monterey Probation Department (Probation) has purchased subscriptions to the Annual Juvenile Detention Policy Manual and Annual Law Enforcement Policy Manual, through Lexipol, LLC (Lexipol). Probation requires access to comprehensive policies and law updates to limit agency risk and enhance personnel safety. Lexipol provides access to the most recent policy updates and provides a service where customized policies are kept up to date with both national and California-specific policies.

It is requested that the Board of Supervisors (Board) authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign a non-standard Agreement with Lexipol for fiscal year 2023-2024 in the amount of \$31,084. It is also requested that the Board authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign future amendments to the Agreement where each amendment does not exceed 10% (\$3,108) of the original

Legistar File Number: A 23-405

Agreement amount and do not significantly alter the scope of services, for a not to exceed maximum amount of \$34,192.

DISCUSSION:

Lexipol provides law enforcement agencies with clear, effective policy manuals that are up to date with industry standards and best practices, content specific to the laws and practices of California, and timely updates in response to new legislation.

OTHER AGENCY INVOLVEMENT:

The Agreement has been approved by the Office of the County Counsel as to form and by the Auditor-Controller's Office as to fiscal terms.

FINANCING:

The amount of \$31,084 in revenue and appropriations is included in the Probation Department's (PRO001 - Unit 8163, PRO001 - Unit 8164, and PRO001 - Unit 8167) FY 23-24 Adopted Budget. There is no additional cost to the County General Fund associated with this recommendation.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommendation to approve the Agreement with Lexipol, LLC supports the Board of Supervisors Strategic Initiatives of Administration and Public Safety by providing Probation access to current policies and law updates.

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

Prepared by: Marcela Barbosa, Management Analyst II, Ext. 1100
Approved by: Todd Keating, Chief Probation Officer, Ext. 3913

DocuSigned by:
Todd Keating
54A4CC3FF2984CB...

8/23/2023

Attachment:
FY 23-24 Lexipol Master Service Agreement