Introduced: 8/6/2026
Version: 1

Current Status: Agenda Ready
Matter Type: BoS Agreement

a. Approve and authorize the County Purchasing Agent or designee to execute Amendment No. 3 to Agreement A-17069 with Guardian PSBI, Inc. dba G2 Public Safety Backgrounds to provide pre-employment background investigation services for the Probation Department, to update the fee schedule, extend the term of the Agreement for three (3) additional years through August 31, 2029, for a revised term of August 28, 2023 through August 31, 2029, and to increase the Agreement's amount by $264,100 for a revised total Agreement amount not to exceed $496,000; and
b. Authorize the County Purchasing Agent or designee to execute future amendments to the Agreement where the total amendments do not exceed 10% ($49,600) of the Agreement amount and do not significantly change the scope of services, for a not to exceed maximum amount of $545,600.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

a. Approve and authorize the County Purchasing Agent or designee to execute Amendment No. 3 to Agreement A-17069 with Guardian PSBI, Inc. dba G2 Public Safety Backgrounds to provide pre-employment background investigation services for the Probation Department, to update the fee schedule, extend the term of the Agreement for three (3) additional years through August 31, 2029, for a revised term of August 28, 2023 through August 31, 2029, and to increase the Agreement's amount by $264,100 for a revised total Agreement amount not to exceed $496,000; and
b. Authorize the County Purchasing Agent or designee to execute future amendments to the Agreement where the total amendments do not exceed 10% ($49,600) of the Agreement amount and do not significantly change the scope of services, for a not to exceed maximum amount of $545,600.

SUMMARY:

The County of Monterey, Probation Department (Probation), originally contracted with Guardian PSBI, Inc. dba G2 Public Safety Backgrounds (Contractor) in 2023 for pre-employment background investigation services. The Agreement has since been amended twice to increase funding and extend the term through August 31, 2026. Because Probation requires these services to meet mandatory background check standards for both sworn and non-sworn staff, a third amendment has been prepared. Amendment No. 3 updates the Contractor's fee schedule, extends the Agreement for three additional years through August 31, 2029, and increases the contract amount by $264,100, bringing the total not to exceed amount to $496,000. The Contractor's services are essential for timely and thorough background investigations, which are required for hiring well-qualified personnel. Probation recommends

approval of this amendment to maintain continuity of service.

DISCUSSION:
The County of Monterey, Probation Department, entered a Standard Agreement with Guardian PSBI, Inc. dba dba G2 Public Safety Backgrounds to provide pre-employment background investigation services for a term of August 28, 2023 through August 31, 2024 and for an amount not to exceed $25,000. The Agreement was amended a total of two times to increase the amount of the Agreement and extend the term through August 31, 2026.

Probation has a continued need for services and a term extension and an increase in funding are necessary to allow the Contractor to continue providing services. Amendment No. 3 has been drafted to update the Contractor's fee schedule, extend the term of the Agreement for three (3) additional years through August 31, 2029, and to increase the Agreement's not to exceed amount by $264,100 for an updated Agreement amount not to exceed $496,000.

Probation is required to perform background clearances on all its personnel. Peace Officer candidates have minimum selection standards detailed in Government Code Sections 1029, 1029.1, 1031, and Penal Code 830.5. In addition, Probation must also perform a background check on all non-sworn employees (professional and support staff).

The background investigation services provided by the Contractor include review of personal history statements, legal history (prior arrests, detentions, convictions, and civil records), social media, past employment, school transcripts, driving history, credit history, military service, previous tenancy, relative and personal reference checks, and an interview. Candidates may become ineligible for employment at Probation at any phase of the background check, which makes it difficult to hire staff in an expeditious manner. Because of the ongoing efforts to fill vacancies within a reasonable amount of time, the services provided by the Contractor are essential to Probation's hiring process. Probation recommends the approval of Amendment No. 3 as it will allow the Contractor to continue providing the services required to hire well-qualified staff.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:
Amendment No. 3 was approved by the Office of County Counsel as to legal form and by the Auditor-Controller as to fiscal terms.

FINANCING:
The associated funding and appropriations of $88,000 for the Fiscal Year 2026-2027 are included in the Probation Department's FY 26-27 Adopted Budget (Fund 1001 - Department 255004 and Fund 1001 - Department 255006). Funding for the following fiscal year will be budgeted as per the County's annual budget process. There is no additional cost to the County General Fund with this recommendation.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:
This recommendation supports the Board of Supervisor Strategic Plan Goals of Safe and Resilient Communities and Dynamic Organization and Employer of Choice by following the appropriate background check process required for staff seeking employment in the Probation Department and by ensuring well-qualified candidates are hired.

____ Well-Being and Quality of Life
___ Sustainable Infrastructure for the Present and Future
_X__ Safe and Resilient Communities
____ Diverse and Thriving Economy
_X__ Dynamic Organization and Employer of Choice

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Approved by: Jose Ramirez, Chief Probation Officer, Ext. 3913

Attachments:
Amendment No. 3 to Agreement with Guardian PSBI, Inc.
Amendment No. 2 to Agreement with Guardian PSBI, Inc.
Amendment No. 1 to Agreement with Guardian PSBI, Inc.
Agreement with Guardian PSBI, Inc.