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www.sanbenitocountyca.gov

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Esperanza Colio Warren

COUNTY COUNSEL:
Gregory P Priamos

CLERK OF THE BOARD:
Vanessa Delgado

**Agenda Item
Regular Meeting of the
Board of Supervisors
Tuesday, April 14, 2026**

Item Number: 1.16

MEETING DATE: 04/14/2026

DEPARTMENT: PROBATION

AGENDA ITEM PREPARER: Karen Dozal

DEPT HEAD/DIRECTOR: Ashlyn Canez

SUBJECT:

PROBATION DEPARTMENT - A. CANEZ

1. Approve Addendum No. 5 to Lexipol Subscription Agreement through October 31, 26 for the San Benito County Probation Department in the amount of \$11,522.17, and for the Youth Services Center (YSC) in the amount of \$8,213.25, and acknowledge prior administrative amendments to support continued use of departmental policies and procedures for both divisions, for a total contract amount not to exceed \$105,896.32; and
 2. Authorize the Chair, County Executive Officer, or designee to sign.
- SBC FILE NUMBER: 510

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

Lexipol provides risk management, policy development, and training services for public safety agencies through a web-based platform that integrates policy manuals with daily training bulletins. These services support the Probation Department's ability to maintain current, legally compliant policies and reduce organizational risk. Lexipol services assist the Probation Department in maintaining compliance with Board of State and Community Corrections (BSCC) Juvenile Title 15, Section 1324, which mandates that juvenile facilities maintain current, comprehensive policies and procedures. The San Benito County Probation Department has utilized Lexipol since 2015 for policy and procedure management. Lexipol services are proprietary and not available through other vendors; therefore, this agreement is considered a sole source procurement.

FISCAL IMPACT:

Lexipol Subscription Agreement Addendum for the annual probation services manuals will be paid in the amount of \$11,522.17 by the Probation Department's general fund using general ledger 101.50.1215.1000.619.126; and the annual juvenile detention (YSC) manuals will be paid in the amount of \$8,213.25 by the Youth Services Center general fund using general ledger 101.50.1220.1000.619.126.

Contract	Probation Cost	Juvenile Detention Cost	Total Contract
Original Contract	\$9,400.00	\$7,490.00	\$16,890.00
Amendment #1	\$5,344.00	\$3,506.00	\$8,850.00
Amendment #2	\$3,360.00	\$3,520.00	\$6,880.00
Amendment #3	\$10,206.55	\$7,275.44	\$17,481.99
Amendment #4	\$10,818.94	\$7,711.97	\$18,530.91
Amendment #5	\$11,522.17	\$8,213.25	\$19,735.42
		Total Cost of Contract	\$105,896.32

STAFF RECOMMENDATION:

1. Approve Addendum No. 5 to Lexipol Subscription Agreement through October 31, 26 for the San Benito County Probation Department in the amount of \$11,522.17, and for the Youth Services Center (YSC) in the amount of \$8,213.25, and acknowledge prior administrative amendments to support continued use of departmental policies and procedures for both divisions, for a total contract amount not to exceed \$105,896.32; and
2. Authorize the Chair, County Executive Officer, or designee to sign.

ATTACHMENTS:

- [Agenda Fact Sheet -Amendment #5 Lexipol](#)
- [Lexipol Subscription Agreement Addendum 11.01.25-10.31.26](#)
- [Sole Source Lexipol](#)