



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Dom Zanger
District No. 1
Vice-Chair

Kollin Kosmicki
District No. 2
Chair

Mindy Sotelo
District No. 3

Angela Curro
District No. 4

Ignacio Velazquez
District No. 5

Item Number: 1.26

MEETING DATE: 05/20/2025

DEPARTMENT: SHERIFF DEPARTMENT

AGENDA ITEM PREPARER: Kellie Kennedy

DEPT HEAD/DIRECTOR: Eric Taylor

SUBJECT:

SHERIFF'S OFFICE - E. TAYLOR

Approve Amendment #3 with Secure Solutions increasing the contract by \$25,000.00 for an amount not-to-exceed \$75,000.00 for pre-employment background services with the contract term ending June 30, 2025; and authorize Chair to sign.

SBC FILE NUMBER: 110

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

Penal Code Section 13510(a) gives Police Officer Standards and Training (POST) the authority to establish minimum selections standards for peace officers employed by agencies that participate in the POST program, of which the Sheriff's Office does. These peace officers must, at a minimum, meet the selection standards outlined in the Government Code, and pass the POST selection requirements contained in Commission Regulations 1950-1955 prior to hire. One of these required standards (Regulation 1953) is a background investigation. The history of a peace officer applicant must be thoroughly investigated to make sure that the applicant is of good moral character (Government Code 1031 (d) and that nothing in his/her background is inconsistent with performing peace officer duties. The background investigation is also conducted to ensure that the applicant meets the minimum selection requirements of Commission Regulation 1953 and Government Code Section 1031.

The Sheriff's Office has utilized four (4) different businesses over time to meet the above requirements.

Two businesses have closed due to retirements, one does not consistently produce the final report timely or accurately and the fourth is the subject of this item, Secure Solutions. We have worked with the contractor since October 2022, and their work product continues to exceed not only our standards but those of POST. The lead investigators are in constant contact with our command staff and report any red flags prior to the completion of the background to ensure we are not fully charged for an applicant that will not meet standards.

The current contract commenced October 1, 2023, and is due to expire June 30, 2025. There are currently four applicants in background with another four (4) anticipated. The request to increase the contract amount is to ensure FY2024-25 invoices are covered under this contract.

Penal Code 13510(a)

https://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=PEN§ionNum=13510.

Government Code 1031(d)

[https://codes.findlaw.com/ca/government-code/gov-sect-1031/#:~:text=\(a\)%20Be%20legally%20authorized%20to,by%20a%20thorough%20background%20investigation](https://codes.findlaw.com/ca/government-code/gov-sect-1031/#:~:text=(a)%20Be%20legally%20authorized%20to,by%20a%20thorough%20background%20investigation).

POST Commission Regulations

[https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I3E996110F61811ECBEF3B9E025DECA00&originationContext=documenttoc&transitionType=Default\(sc.Default\)](https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I3E996110F61811ECBEF3B9E025DECA00&originationContext=documenttoc&transitionType=Default(sc.Default))

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

N/A

CONTRACT NEEDED FOR THIS ITEM:

Yes

RFP AND BID HISTORY:

Background investigators are exempt from competitive bidding pursuant to San Benito County Purchasing Policy 3-1(a). "Wherever State law expressly authorizes execution of professional services contracts without competitive bidding or for expert and professional services which involve extended analysis, the exercise of discretion and independent judgment in their performance, and an advanced, specialized type of knowledge, expertise, or training customarily acquired either by a prolonged course of study or equivalent experience such as accountants, physicians, social service consultants, labor consultants, investigators, attorneys, architects, surveyors and engineers;"

LAST CONTRACT AMOUNT OR N/A:

\$40,000

CONTRACT HISTORY (Describe all amendments and previous contracts):

There have been two (2) contracts with Secure Solutions:

October 1, 2022 - June 30, 2023: Internal Investigation Services not to exceed \$40,000

October 1, 2023 - June 30, 2025: Background Investigations not to exceed \$10,000

- Amendment 1 June 30, 2024, increasing total sum not to exceed to \$30,000 from \$10,000
- Amendment 2 November 18, 2024, increasing sum not to exceed to \$50,000 from \$30,000

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

Yes

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

Yes

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

BUDGETED:

Yes

BUDGET ADJUSTMENT NEEDED:

No

SOURCE OF FUNDING:

General Fund

UNFUNDED MANDATE:

No

SBC BUDGET LINE ITEM NUMBER:

101.40.1175.1000.619.224 and 101.40.1195.1000.619.224

CURRENT FY COST:

\$59,267.74

STAFF RECOMMENDATION:

Approve Amendment #3 with Secure Solutions increasing the contract by \$25,000.00 for an amount not-to-exceed \$75,000.00 for pre-employment background services with the contract ending June 30, 2025; and authorize Chair to sign.

BOARD ACTION RESULTS:

Approved amendment #3 per staff recommendation. (5/0 vote)

ATTACHMENTS:

[Amendment 3 - Secure Solutions](#)

[Fully Executed Contract - Secure Solutions](#)