



Agenda Item No: 1.k

## **PLACENTIA CITY COUNCIL AGENDA REPORT**

Meeting Date: July 21, 2026

Submitted by: Teri Knutson

From: Police Department

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### **Subject:**

**AWARD OF CONTRACT FOR POLICE DEPARTMENT PERSONNEL BACKGROUND INVESTIGATION SERVICES WITH HALO CONFIDENTIAL INVESTIGATIONS LLC**

### **Financial Impact:**

Expense: \$ 60,000 Annual Amount

Budget: \$ 60,000 Per Fiscal Year

\$300,000 Five-Year Term's Contract Total (2026-2031)

### **Summary:**

The Police Department released a Request for Proposals for Personnel Background Investigation Services on April 2, 2026, with Proposals due on April 30, 2026. Nine (9) firms responded by the deadline. After a review by Police Department Staff of the nine submissions, it is recommended that HALO Confidential Investigations LLC be awarded a five-year agreement for a not-to-exceed amount of \$60,000 per fiscal year.

### **Recommended Action:**

It is recommended that the City Council:

1. Approve the Professional Services Agreement with HALO Confidential Investigations LLC to provide Personnel Background Investigation Services to the Placentia Police Department for a cumulative contract not-to-exceed \$300,000 (\$60,000 per fiscal year) for a five-year term, with two additional one-year optional terms; and
2. Authorize the Mayor or his designee to execute all necessary documents, in a form approved by the City Attorney.

### **Strategic Plan Statement:**

By awarding this contract, the City continues to meet Strategic Goal No. 2, Public Safety to provide a safe, family-friendly environment through proactive policing, efficient fire and emergency medical services, disaster preparedness, and strong community partnerships that protect residents, businesses and visitors.

### **Discussion:**

The Placentia Police Department released a Request for Proposals (RFP) to provide as-needed Personnel Background Investigation Services. HALO Confidential Investigations has been providing the services for over a decade. Placentia's Purchasing Policy requires that contract exceeding \$40,000 be formally bid and submitted to the City Council for approval. As

the proposed term is for five years, in the aggregate, the amount awarded to the Contractor will exceed that \$40,000 amount (i.e., \$300,000 over five years).

The Proposed Contractor will conduct pre-employment screenings of applications for sworn, non-sworn, civilian, paid and volunteer positions for workers tentatively selected for employment by the Placentia Police Department. Background Investigations fall into three categories, with the most extensive being for Sworn/Laterals. HALO Confidential Investigations will also conduct Background Investigations on Reserve/Supervisor/Expertise Civilians and Basic Civilian/Cadet/PSO/PCO/Administrative positions.

The following nine companies submitted proposals:

1. aINSIGHT (New Port Richey, Florida)
2. BBS Solutions, Inc (Temecula, CA)
3. Driscoll & Associates, LLC (Murrieta, CA)
4. HALO Confidential Investigations LLC (Claremont, CA)
5. LM Investigations (Huntington Beach, CA)
6. Nevins Professional Investigations (Oak Hills, CA)
7. Palicon Group (Riverside, CA)
8. The Gumshoe Group (Vacaville, CA)
9. TruView BSI, LLC (Melville, New York)

With the highest score from RFP reviewers, HALO Confidential Investigations is recommended by the Police Department. The firm has extensive public safety experience, submitted a consistent methodology towards initiating and completing the Background Investigation assignments, and had Proposal Pricing in keeping within Placentia's budgetary needs. Proposers were asked to identify any cost increases proposed over the life of the five-year agreement, so the Police Department would be obtaining a full picture of cost implications while it reviewed the nine Proposals. This also ensures transparency in contract terms to be submitted to the City Council since the contract is for a five-year term.

#### **Financial Summary:**

The Agreement with HALO Confidential Investigations is for a five-year period, with two additional one-year extensions, to be exercised at the City's sole discretion based upon the performance by the Contractor. The Police Department budgets \$60,000 per fiscal year to cover background investigations for all potential personnel classifications. Funding for this work continues to be budgeted annually in the Police Department's Operating Budget. Accordingly, sufficient funds exist for the recommended action.

#### **Attachments**

[RFP - Placentia Personnel Background Investigations.pdf](#)  
[PD Background Investigations Agreement 2026 to 2031.pdf](#)