



# Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.  
Lexipol is the leading provider of risk management resources for public safety organizations, establishing a unique set of risk management tools by integrating agency-specific, customized policy manuals with daily training bulletin services accessed through a web browser to provide clear communication and policy guidance to department staff members.
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.  
Lexipol  
2611 Internet Blvd, Ste 100  
Frisco, Texas 75034  
info@lexipol.com  
884-312-9500  
  
Theresa Maza  
Sr. Client Success Manager  
tmaza@lexipol.com  
949-313-6583 - Direct Line
3. What is the total cost of the acquisition? If an agreement, state the total cost of the initial term and the amounts for potential renewal terms.  
Year 1: 4-1-2025 through 3-31-2026: \$100,410.03  
\$42,221.55 - Law Enforcement Policy Manual & Daily Training Bulletins  
\$53,242.56 - Corrections Policy Manual & Daily Training Bulletins  
\$3,895.92 - Corrections Supplemental Manual  
\$1,050.00 - Single Sign On (SSO)  
  
Year 2: 4-1-2026 through 3-31-2027: \$105,430.54  
\$44,332.63 - Law Enforcement Policy Manual & Daily Training Bulletins  
\$55,904.69 - Corrections Policy Manual & Daily Training Bulletins  
\$4,090.72 - Corrections Supplemental Manual  
\$1,102.50 - Single Sign On (SSO)  
  
Year 3: 4-1-2027 through 3-31-2028: \$110,702.06  
\$46,549.26 - Law Enforcement Policy Manual & Daily Training Bulletins  
\$58,699.92 - Corrections Policy Manual & Daily Training Bulletins  
\$4,295.25 - Corrections Supplemental Manual  
\$1,157.63 - Single Sign On (SSO)  
  
Year 4: 4-1-2028 through 3-31-2029: \$116,237.16  
\$48,876.72 - Law Enforcement Policy Manual & Daily Training Bulletins  
\$61,634.92 - Corrections Policy Manual & Daily Training Bulletins  
\$4,510.01 - Corrections Supplemental Manual  
\$1,215.51 - Single Sign On (SSO)  
  
Year 5: 4-1-2029 through 3-31-2029: \$122,049.02  
\$51,320.56 - Law Enforcement Policy Manual & Daily Training Bulletins  
\$64,716.66 - Corrections Policy Manual & Daily Training Bulletins  
\$4,735.52 - Corrections Supplemental Manual  
\$1,276.28 - Single Sign On (SSO)  
  
Total Cost:  
Year 1: \$100,410.03  
Year 2: \$105,430.54  
Year 3: \$110,702.06

Year 4: \$116,237.16  
Year 5: \$122,049.02

Total for 5 years: \$554,828.81

4. Identify the unique qualities and/or capabilities of the service(s) and/or product(s) that qualify this as a Suspension of Competition acquisition.

Lexipol is the current vendor for our Policy and Procedure Manuals and Daily Training Bulletins (DTBs). While the Enforcement Division has utilized this software for years, the Custody Division began the process of implementing the product in 2022. The Sheriff's Office currently has 159 issued department-wide policies along with an additional 75 policies specific to the Custody Division. The Custody Division is still in the process of transitioning another 80 policies from old Microsoft Word documents into the Lexipol format. In order to effectively train our staff and enforce policy, it is necessary we have an audit system (which Lexipol provides) to ensure each of our over 1200 employees have read and acknowledged the policies. Estimating an average of 15 minutes to read and acknowledge each of the policies, and multiplying this by the number of employees and their average hourly wage, the cost of implementing a new system would far outweigh any potential savings by switching to another product, if one even existed that would provide the same comprehensive features as Lexipol.

Lexipol is uniquely qualified to provide Policy Manual, Procedure Manual and Daily Training Bulletin service to the Fresno County Sheriff's Office. Their proven policy and training solutions have helped public safety agencies across the country reduce risk and avoid litigation.

Lexipol is America's leading provider of risk management resources for public safety organizations, delivering its services through a unique, web-based development system and an integrated training component. Lexipol provides a highly cost-effective model and powerful, easy-to-use web-based tools that will continue to support the Fresno County Sheriff's Office with:

- \*Policies that reflect up-to-date, applicable industry standards and best practices;
- \*Customized content for the State of California;
- \*Daily scenario-based training that reinforces agency approved policies;
- \*Regular updates to agency policies as statutes, case law, and regulations change.
- \*The option to include procedures through a supplemental publications process.

5. Identify from Administrative Policy #34 what circumstances constitute a Suspension of Competition.

- In an emergency when goods or services are immediately necessary for the preservation of the public health, welfare, or safety, or for the protection of County property.
- When the contract is with a federal, state, or local governmental agency.
- When the department head, with the concurrence of the Purchasing Agent, finds that the cost of preparing and administering a competitive bidding process in a particular case will equal or exceed the estimated contract amount or \$5,000 whichever is more.
- When a contract provides only for payment of per diem and travel expenses and there is to be no payment for services rendered.
- When obtaining the services of expert witnesses for litigation or special counsel to assist the County.
- When in unusual or extraordinary circumstances, the Board of Supervisors or the Purchasing Agent/Purchasing Manager determines that the best interests of the County would be served by not securing competitive bids or issuing a request for proposal.

6. Explain why the unique qualities and/or capabilities described above are essential to your department.

Lexipol has helped public safety agencies reduce risk and stay ahead of litigation trends, while communicating clear and concise policy guidance to their employees. Additionally, Lexipol has established a unique set of risk management tools for public safety organizations by integrating agency-specific, customized policy manuals with the Daily Training Bulletin service accessed through a web browser. The comprehensive Lexipol service is not available through any other public or private resources or organizations.

The program is unique in several ways, and there is no other system that offers the following integration in one package:

1. Online (software-as-a-service) policy manual content, document management, training content and testing through web-based proprietary system tools.
2. Regular and urgent updates to content via web-based tools.
3. Daily Training Bulletins (DTBs) that are based on realistic scenarios and written by public safety personnel,

including online and real-time testing modules.

4. Archiving of all versions of the agency's policy manual, as well as capturing of user electronic signatures that acknowledge policy updates and Daily Training Bulletin records and test results.

5. Linking between the Daily Training Bulletins and policy sections to which the DTB applies.

6. Robust reporting features, including exception reporting with export to MS Excel capabilities.

7. Contemporary policy content that may be modified by the agency via proprietary online

7. Provide a comprehensive explanation of the research done to verify that the recommended vendor is the only vendor with the unique qualities and/or capabilities stated above. Include a list of all other vendors contacted, what they were asked, and their responses.

Lexipol is America's leading provider of risk management services and resources for public safety organizations, delivering its services through a unique, web-based development system with an integrated training component.

The comprehensive Lexipol service is not available through any other public or private resources or organizations.

David.Rippe 2/21/2025 7:35:51 AM

Requested By:

Sergeant

Title

[\[✕ Sign\]](#) Double click!

**I approve this request to suspend competition for the service(s) and/or product(s) identified herein.**

Christopher.Torres 2/21/2025 7:49:25 AM

Department Head Signature

[\[✕ Sign\]](#) Double click!

rblackburn 3/5/2025 8:03:46 AM

Purchasing Manager Signature

[\[✕ Sign\]](#) Double click!