



# Board Agenda Item 19

DATE: April 8, 2025  
TO: Board of Supervisors  
SUBMITTED BY: John Zaroni, Sheriff-Coroner-Public Administrator  
SUBJECT: Retroactive Agreement with Lexipol, LLC

## RECOMMENDED ACTION(S):

- 1. Under Administrative Policy No. 34 for competitive bids or requests for proposals (AP 34), determine that an exception to the competitive bidding requirement is satisfied, and a suspension of competition is warranted due to unusual circumstances for Law Enforcement and Custody Policy Manuals and Daily Training bulletin subscription services used by the Sheriff's Office; and**
- 2. Approve and authorize the Chairman to execute Retroactive Agreement with Lexipol, LLC (Lexipol), for Sheriff's Office policy manuals and subscription services, effective April 1, 2025 through March 31, 2030, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions, total not to exceed \$554,829.**

There is no increase in Net County Cost associated with the recommended actions. Approval of the recommended actions will allow for the continuation of comprehensive policy manuals and daily training bulletin subscription services for the Sheriff's Office. This item is countywide.

## ALTERNATIVE ACTION(S):

As an alternative to recommended Action Item 1, your Board could elect to direct staff to instead issue a request for proposals, to determine if another qualified vendor is able to provide these services. If your Board does not approve recommended Action Item 2, the Sheriff's Office will not be able to continue services with Lexipol, and the daily training bulletins will not be available to the Sheriff's Office.

## RETROACTIVE AGREEMENT:

The recommended agreement is retroactive due to the length of time required to negotiate the agreement. The signed agreement was received from Lexipol on March 19, 2025.

## SUSPENSION OF COMPETITION/SOLE SOURCE CONTRACT:

The Sheriff's Office requests your Board determine that an exception to the competitive bidding process has been satisfied consistent with AP 34 due to unusual or extraordinary circumstances, as Lexipol is uniquely qualified to provide a comprehensive law enforcement and custody policy manuals and daily training bulletin subscription services. The County has contracted with Lexipol since March of 2015. 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 web browser to provide clear communication and concise policy guidance to Sheriff's Office staff members. Lexipol provides the Sheriff's Office a unique capability of establishing and

maintaining department specific policies that reflect up-to-date, applicable industry standards and best practices customized for California. The subscription then continues to identify potential policy updates as statutes, case law and regulations change. Sheriff's Office policies are then reinforced to staff by daily scenario-based training bulletins. The cost of implementing a new system would far outweigh any potential savings by switching to another product, if such a product even existed that would provide the same comprehensive features as Lexipol. The Internal Services Department - Purchasing concurs with the Sheriff's Office assessment that this satisfies the exception to the competitive bidding process required by AP 34.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. Sufficient appropriations and estimated revenues are included in the Sheriff-Coroner-Public Administrator's FY 2024-25 Org 3111 Adopted Budget and will be included in future budget request. Currently there are no outstanding invoices.

DISCUSSION:

The Sheriff's Office has a need for a comprehensive policy manual that reflects up-to-date content specific to Federal and to California law, and applicable industry standards and best practices that can be customized to meet the needs of the Fresno County Sheriff's Office. The Lexipol program is unique in several ways, which currently includes the Policy Manual Development and Daily Training Bulletins.

Approval of the recommended actions will allow the Sheriff's Office to continue services with Lexipol for Law Enforcement and Custody Policy Manuals and daily training bulletin services. Lexipol is the current vendor for the Sheriff's Office Policy and Procedure Manuals and Daily Training Bulletins. 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 Sheriff's Office staff members.

On April 25, 2023, the Board approved the First Amendment to the agreement with Lexipol to incorporate both Law Enforcement and Custody Policy Manuals, and on April 28, 2020 the Board approved Agreement No. 20-153 with Lexipol for the continuation of comprehensive law enforcement policy manual and daily training bulletin subscription services for the Sheriff's Office. The County has contracted with Lexipol since 2015.

REFERENCE MATERIAL:

BAI #19, April 25, 2023

ATTACHMENTS INCLUDED AND/OR ON FILE:

Suspension of Competition  
On file with Clerk - Agreement with Lexipol

CAO ANALYST:

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