

CITY OF LONG BEACH

POLICE DEPARTMENT

C-19

400 WEST BROADWAY • LONG BEACH • CALIFORNIA 90802

Robert Luna
Chief of Police

April 17, 2018

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFP PD17-044 for as-needed pre-employment background investigation services; and award contracts to Steve Beckman Investigations, Inc., of Riverside, CA; Close Range International, Inc., of Los Angeles, CA; TruView BSI, LLC, of Arcadia, CA; and Hall Investigations, of Nuevo, CA, in an annual aggregate amount not to exceed \$350,000, for a period of two years, with the option to renew for two additional one-year periods, at the discretion of the City Manager. (Citywide)

DISCUSSION

City Council approval is requested to enter into contracts with Steve Beckman Investigations, Inc., TruView BSI, LLC, Close Range International, Inc., and Hall Investigations, for as-needed pre-employment background investigation services to support the hiring process for City employees. The Long Beach Police Department (LBPD) conducts pre-employment background investigations for all of its prospective employees through a combination of in-house investigators and contract background investigation services. LBPD also conducts background investigations for other City departments, as needed.

The Request for Proposals (RFP) was advertised in the Long Beach Press Telegram on March 24, 2017, and 5,539 potential proposers specializing in background investigations were notified of the RFP opportunity. Of those proposers, 43 downloaded the RFP via the City's electronic bid system. The RFP document was made available from the Purchasing Division, located on the seventh floor of City Hall, and the Division's website at www.longbeach.gov/purchasing. An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 22 local, minority, and women-owned business groups. Seven proposals were received on April 11, 2017. Of those seven proposers, three were Minority-owned Business Enterprises (MBEs), one was a Women-owned Business Enterprise (WBE), four were certified Small Business Enterprises (SBEs), and none were Long Beach businesses (Local).

ADMINISTRATION BUREAU
(562) 570-5830
FAX (562) 570-5833

FINANCIAL BUREAU
(562) 570-7447
FAX (562) 570-5833

INVESTIGATIONS BUREAU
(562) 570-7350
FAX (562) 570-5837

PATROL BUREAU
(562) 570-7214
FAX (562) 570-7058

SUPPORT BUREAU
(562) 570-7342
FAX (562) 570-6018

The selection committee determined the following four firms submitted the most qualified and responsive proposals based on the criteria set forth in the RFP:

- Steve Beckman Investigations, Inc., of Riverside, CA (SBE);
- TruView BSI, LLC, of Pomona, CA (not a MBE, WBE, SBE, or Local);
- Close Range International, Inc., of Los Angeles, CA (not a MBE, WBE, SBE, or Local); and,
- Hall Investigations, of Nuevo, CA (not a MBE, WBE, SBE or Local).

Local Business Outreach

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download the RFP specifications. Through outreach, 585 Long Beach vendors were notified to submit proposals, of which one downloaded and none submitted a proposal. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Monica J. Kilaita and by Budget Management Officer Rhutu Amin Gharib on March 21, 2018.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFP PD17-044 and award contracts concurrently is requested on April 17, 2018, to ensure the contracts are in place expeditiously.


FISCAL IMPACT

The annual aggregate cost of these contracts will not exceed \$350,000. Funds for these services are budgeted in the General Fund (GF) in the Police Department (PD). There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

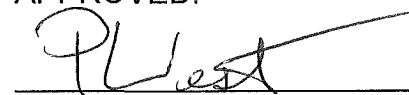
Approve recommendation.

Respectfully submitted,


ROBERT G. LUNA
CHIEF OF POLICE


JOHN GROSS
DIRECTOR OF FINANCIAL
MANAGEMENT

APPROVED:


P. West
PATRICK H. WEST
CITY MANAGER