



Legislation Text

File #: 22-1282, **Version:** 1

Recommendation to adopt resolution authorizing City Manager, or designee, to execute a contract, and any necessary documents including any necessary subsequent amendments, with Miller Mendel, Inc., of Seattle, WA, for a pre-employment background investigations software system, in a total annual amount not to exceed \$24,258, for a period of one year, with the option to renew for three additional one-year periods, at the discretion of the City Manager. (Citywide)

City Council approval is requested to enter into a contract with Miller Mendel, Inc. (MMI), for the purchase of a pre-employment background investigations software system. The MMI electronic Statement of Personal History (eSOPH) platform will increase the efficiency of the background investigation process with their automated processes that will enable the department, applicant, other law-enforcement agencies, and third parties (references, employers, etc.) to complete all steps of the background investigation in a secure cloud-based digital system from any mobile device or computer. The software can cut the amount of time in half to complete a thorough background investigation saving agencies significant time and money and may help reduce the number of qualified applicants lost due to long delays in the traditional background investigation process.

The MMI eSOPH platform is in use by public safety agencies across the country and some of the largest public safety agencies in California. It is the only provider that has established compatibility with California POST to allow for the State of California to conduct required audits of peace officer backgrounds through the software system, eliminating the need for in-person audits of paper files. MMI has two patents for the eSOPH platform that are related to the functionality of electronic records checks and applicant history if entered into eSOPH by another agency.

City Charter Section 1801 requires that contracts for City purchases be awarded to the lowest responsible bidder after a competitive bid process but allows for awards without a competitive bid process if accompanied by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Arturo D. Sanchez on October 14, 2022, and Purchasing Agent Michelle Wilson and Budget Management Officer Nader Kaamouch on October 13, 2022.

City Council action to adopt a Resolution and award a contract concurrently is requested on November 1, 2022, to ensure the contract is in place expeditiously.

The total annual amount of the contract will not exceed \$24,258 for a period of one year, with

the option to renew for three additional one-year periods. Sufficient budget is appropriated in the General Fund Group in the Police Department to offset this contract.

This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

Approve recommendation.

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WALLY HEBEISH
CHIEF OF POLICE

APPROVED:

THOMAS B. MODICA
CITY MANAGER