



County of San Mateo

Inter-Departmental Correspondence

Department: SHERIFF

File #: 19-1110

Board Meeting Date: 11/12/2019

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Carlos G. Bolanos, Sheriff
Subject: Agreement with Elite Investigations

RECOMMENDATION:

Adopt a resolution authorizing an agreement with Elite Investigations for background investigation services for the term of June 1, 2019 through May 31, 2022, in an amount not to exceed \$120,000.

BACKGROUND:

The Sheriff's Office conducts over 300 backgrounds per year. These backgrounds are conducted on all sworn and professional Sheriff's Office employees prior to being hired, as well as contractors, other County employees, and vendors who wish to gain access to secure Sheriff's Office facilities or technology systems.

DISCUSSION:

Background Investigations are regulated by local, state, and federal laws as well as POST regulations. Investigations take 10 to 50 hours, depending on several factors. The Sheriff's Office has found it to be both cost and time effective to use contractors for background investigations and uses several different companies to provide this service.

The Sheriff's Office has contracted with Elite Investigations for background investigation services since 2016. During this time, Elite Investigations has provided superior background investigation services for the Sheriff's Office. In addition, the Contractor's extensive law enforcement experience in San Mateo County has provided invaluable input in the selection of Sheriff's Office employees. Elite Investigations meets all local, state, federal, and POST requirements for conducting background investigations. Therefore, it is in the best interest of the County to waive the Request for Proposals process and continue to contract Elite Investigations. Elite has a unique and specialized knowledge of the Sheriff's Office's hiring needs and providing a cost-effective alternative to providing the services internally.

The resolution and agreement have been reviewed and approved as to form by County Counsel.

PERFORMANCE MEASURE:

Measure	FY 2018-19 Actuals	FY 2019-20 Projected
Number of background investigations completed by Elite Investigations	30	32

FISCAL IMPACT:

The term of the agreement is June 1, 2019 to May 31, 2022 and for an amount not to exceed \$120,000. The funding for this contract has been included in the Sheriff's Office Adopted Budget.