

For City Council Meeting [July 9, 2019]

TO: Honorable Mayor and City Council

APPROVAL: Rod Foster, City Administrator

FROM: Mark P. Kling, Chief of Police

**..Title**

Request City Council to Approve Renewal of the Law Enforcement Policy Manual Update Subscription, Daily Training Bulletin Management Services and Update Management Services in the Amount of \$29,662 for Lexipol LLC.

**..Body**

**BACKGROUND:**

The Rialto Police Department currently utilizes Lexipol Knowledge Management System as our department policy provider and has done so for many years. In February 2017, the Police Department was authorized to add additional services from Lexipol; Daily Training Bulletins (DTBs), management of the DTBs, and the Lexipol Management Services.

**ANALYSIS/DISCUSSION:**

There are many benefits to the Rialto Police Department utilizing Lexipol. Lexipol provides comprehensive, defensible policies written by legal and public safety professionals. Their legal and experienced public safety team instills complete confidence by constantly monitoring and reviewing government legislation and case decisions. There are more than 150 policies based on federal and state statutes, case law and law enforcement best practices.

Lexipol's DTB's bring the manual into practice through real-life; scenario-based training exercises emphasizing high-risk, low frequency events. DTB's are completed and verified in less than ten minutes per day. Each month, Lexipol provides customizable, scenario-based training bulletins that link directly to our department policy manual. The DTB's are incorporated into each officer's daily shift training.

The Management Service is unique in that Lexipol staff assists with the implementation of the Lexipol manual, freeing police managers to focus on their primary duties. Lexipol's Implementation and Management Services allows the department to control policy while Lexipol reviews law and evaluates its impact to existing and new policy.

Lexipol's policies and training is 100% web-based so there is no software to purchase or maintain.

Rialto Police Department has used Lexipol's Law Enforcement Policy Manual Update Subscription and management services since June 2007. Lexipol LLC is the

leading provider of risk management services and resources for public safety organizations, delivering copyrighted content and specialized services through their exclusive proprietary web-based development system. The comprehensive Lexipol copyrighted content and services are not available through any other public or private resources or organizations, making Lexipol LLC a sole source provider.

**ENVIRONMENTAL IMPACT:**

The proposed action does not meet the definition of a project as defined by Section 15378 California Environmental Quality Act (CEQA). A "Project" means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, and excludes the following:

- 1) Continuing administrative or maintenance activities, such as purchases for supplies, personnel-related actions, general policy and procedure making
- 2) Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

**GENERAL PLAN CONSISTENCY:**

The City of Rialto has outlined key goals and objects relating to public safety. The purchase of this technology is consistent with meeting these objectives.

**Goal 5-8: Provide effective and comprehensive policing services that meet the safety needs of Rialto.**

**LEGAL REVIEW:**

The City Attorney has reviewed and approved this staff report.

**FINANCIAL IMPACT:**

**Operating Budget Impact**

Funding in the amount of \$29,662 is available in fiscal year 2019/2020 proposed budget in Police Administration Contract Services Account No. 010-500-6150-2011 for the renewal of Law Enforcement Policy Manual Update Subscription and management services from Lexipol LLC.

Per Rialto Municipal Code Section: 2.48.145 a vendor disclosure form is attached.

**Capital Improvement Budget Impact**

**Licensing**

Lexipol LLC offers a software subscription and management services through a web-based system, therefore a business license is not required for this purchase.

**RECOMMENDATION:**

Staff recommends that the City Council approve a renewal of the Law Enforcement Policy Manual Update Subscription, Daily Training Bulletin Management Services and Update Management Services in the amount of \$29,662 with Lexipol, LLC.