



## **CITY OF MENIFEE**

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SUBJECT: Agreement with Arroyo Background Investigation for Professional Background Investigation Services for Fiscal Years 2023/2024 and 2024/2025

MEETING DATE: June 21, 2023

TO: Mayor and City Council

PREPARED BY: Christine Booker, Budgets & Grants Analyst

REVIEWED BY: Pat Walsh, Police Chief

APPROVED BY: Armando G. Villa, City Manager

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### **RECOMMENDED ACTION**

1. Approve and authorize the City Manager to execute a Professional Services Agreement with Arroyo Background Investigations for Professional Background Investigation Services, in the not-to-exceed amount of \$103,950 for Fiscal Year (FY) 2023/2024 and FY 2024/2025.

### **DISCUSSION**

The Menifee Police Department contracted with Arroyo Background Investigators to facilitate the required background inquiries for the Police Department staff. In FY 2023/2024 hiring for the Department will continue to finish staffing any vacancies, and with the approval of four additional bodies at the new year a new Professional Services Agreement (PSA) is required.

Table 1 below describes the contract price breakdown. This PSA would be in affect through June 30, 2025.

**Table 1**

<b>Fiscal Year</b>	<b>Contract Amount</b>	<b>Account #</b>
FY 23/24	\$47,250	100-4222-52100
FY 24/25	\$56,700	100-4222-52100
<b>TOTAL</b>	<b>\$103,950</b>	

### **STRATEGIC PLAN OBJECTIVE**

Regular City Business

**FISCAL IMPACT**

The fiscal impact of the PSA is \$103,950. Table 1 on the previous page shows the funding breakdown per fiscal year. Funding for the proposed agreement will be funded from available funds within the proposed FY 2023/2024 and FY 2024/2025 Budget, under Account No. 100-4222-52100 (New Hire Screening/Testing). No additional budget appropriation action(s) is required.

**ATTACHMENTS**

1. PSA - Arroyo Background Investigation, Inc.