



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 06/16/2026

ITEM NO: 17

DATE: June 16, 2026
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: **Authorize the Town Manager to Execute a Second Amendment to the Agreement for Pre-Employment Background Services with Secure Solutions, Extending Their Agreement to June 30, 2028, and Increasing the Not-to-Exceed Amount to \$150,000**

RECOMMENDATION: Authorize the Town Manager to execute a second amendment to the agreement for pre-employment background services with Secure Solutions, extending the agreement to June 30, 2028, and increasing the not-to-exceed amount to \$150,000.

FISCAL IMPACT:

Funds for the services are included in the adopted FY 2026-27 budget (Org: 1114101/Obj: 64432) and will be requested in future budget cycles. The proposed amendment would bring the total not-to-exceed amount to \$150,000, which is a \$51,000 increase. In FY 2025-26, the Police Department completed 16 pre-employment background investigations.

STRATEGIC PRIORITY:

This action is not associated with a strategic priority; however, it supports the Town's core goal of Public Safety.

BACKGROUND:

On July 1, 2022, the Town Manager executed an agreement with Secure Solutions for pre-employment background screening services. This agreement was amended on July 1, 2024, to

PREPARED BY: Greg Borromeo
Police Captain

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Administrative Services Director

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SUBJECT: Secure Solutions Agreement Amendment

DATE: May 20, 2026

extend the term by an additional two years, with a projected cost not-to-exceed \$99,000 (Attachment 1).

DISCUSSION:

Staff is requesting approval for a second amendment with a not-to-exceed amount of \$150,000. Additionally, we seek to extend the current contract until June 30, 2028. The existing agreement is scheduled to expire on June 30, 2026.

CONCLUSION:

Staff recommends that the Town Council authorize the Town Manager to execute a second amendment to an agreement with Secure Solutions for pre-employment background services.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. First Amendment and revised Proposal for Services (Exhibit B) and Original Agreement and Proposal for Services (Exhibit A).
2. Draft Second Amendment Secure Solutions Agreement with Revised Proposal (Exhibit C).