

Item# 21-0282

Munis Contract# 3202759

CITY OF SANTA FE

PROFESSIONAL SERVICES CONTRACT

THIS AGREEMENT is made and entered into by and between the City of Santa Fe, New Mexico, hereinafter referred to as the "City," and **TRUVIEW**, hereinafter referred to as the "Contractor," and is effective as of the date set forth below upon which it is executed by the Parties.

IT IS AGREED BETWEEN THE PARTIES:

1. **Scope of Work.**

- A. The Contractor shall perform the following work as described in Attachment "A" attached hereto and incorporated herein:
Pre-employment background & screening checks on safety sensitive and other defined positions.
- B. **Performance Measures.**
Contractor shall substantially perform the following Performance Measures:
 - 1) The Contractor represents that it possesses the experience and knowledge necessary to perform the services described under this agreement.
 - 2) The Contractor agrees to obtain and maintain throughout the term of this Agreement, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives and subcontractors.

The receipt of the deliverables contemplated under this Agreement shall assist the City in obtaining its goal(s) as set forth in its Strategic Plan on page(s) Attachment A.

(or reference an Attachment 1, see below)

2. **Compensation.**

A. The City shall pay to the Contractor in full payment for services satisfactorily performed, such compensation not to exceed (\$48,000.00), including gross receipts tax. **The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed (48,000.00). This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Agreement shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. Contractor is responsible for notifying the City when the services provided under this Agreement reach the total compensation amount. In no event will the Contractor be paid for services provided**

in excess of the total compensation amount without this Agreement being amended in writing prior to those services in excess of the total compensation amount being provided.

1) The City shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the Scope of Work at the rate of:

Year	Amount
FY 21 July 01, 2021 June 30, 2022	\$12,000.00
FY 22 July 01, 2022 – June 30, 2023	\$12,000.00
FY 23 July 01, 2023 – June 30, 2024	\$12,000.00
FY 24 July 01, 2024 – June 30, 2025	\$12,000.00

B. Payment in future fiscal years is subject to availability of funds pursuant to the Appropriations Paragraph set forth below and to any negotiations between the parties from year to year pursuant to Paragraph 1, Scope of Work, and to approval by the City. All invoices **MUST BE** received by the City no later than fifteen (15) days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date **WILL NOT BE PAID.**)

C. Contractor must submit a detailed statement accounting for all services performed and expenses incurred. If the City finds that the services are not acceptable, within thirty days after the date of receipt of written notice from the Contractor that payment is requested, it shall provide the Contractor a letter of exception explaining the defect or objection to the services, and outlining steps the Contractor may take to provide remedial action. Upon certification by the City that the services have been received and accepted, payment shall be tendered to the Contractor within thirty days after the date of acceptance. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. However, the City shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.

3. Term.

THIS AGREEMENT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE CITY. This Agreement shall terminate on **June 30, 2025** unless terminated pursuant to paragraph 4 (Termination), or paragraph 5 (Appropriations). In accordance with Section 13-1-150 NMSA 1978, no contract term for a professional services contract, including extensions and renewals, shall exceed four years, except as set forth in Section 13-1-150 NMSA 1978.

4. Termination.

A. Termination. This Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. Except as otherwise allowed or provided under this Agreement, the City's sole liability upon such termination shall be to pay for acceptable work performed prior to the Contractor's receipt of the notice of termination, if the City is the terminating party, or the Contractor's sending of the notice of termination, if the Contractor is the terminating party;

provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Agreement. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor if the Contractor becomes unable to perform the services contracted for, as determined by the City or if, during the term of this Agreement, the Contractor or any of its officers, employees or agents is indicted for fraud, embezzlement or other crime due to misuse of City funds or due to the Appropriations paragraph herein. THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE City's OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.

B. Termination Management. Immediately upon receipt by either the City or the Contractor of notice of termination of this Agreement, the Contractor shall: 1) not incur any further obligations for salaries, services or any other expenditure of funds under this Agreement without written approval of the City; 2) comply with all directives issued by the City in the notice of termination as to the performance of work under this Agreement; and 3) take such action as the City shall direct for the protection, preservation, retention or transfer of all property titled to the City and records generated under this Agreement. Any non-expendable personal property or equipment provided to or purchased by the Contractor with contract funds shall become property of the City upon termination and shall be submitted to the City as soon as practicable.

5. Appropriations.

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City Council for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City Council, this Agreement shall terminate immediately upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. If the City proposes an amendment to the Agreement to unilaterally reduce funding, the Contractor shall have the option to terminate the Agreement or to agree to the reduced funding, within thirty (30) days of receipt of the proposed amendment.

6. Status of Contractor.

The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the City unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

7. Assignment.

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the City.

8. Subcontracting.

The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the City. No such subcontract shall relieve the primary Contractor from its obligations and liabilities under this Agreement, nor shall any subcontract obligate direct payment from the City.

9. Release.

Final payment of the amounts due under this Agreement shall operate as a release of the City, its officers and employees from all liabilities, claims and obligations whatsoever arising from or under this Agreement.

10. Confidentiality.

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the City.

11. Product of Service -- Copyright.

All materials developed or acquired by the Contractor under this Agreement shall become the property of the City and shall be delivered to the City no later than the termination date of this Agreement. Nothing developed or produced, in whole or in part, by the Contractor under this Agreement shall be the subject of an application for copyright or other claim of ownership by or on behalf of the Contractor.

12. Conflict of Interest; Governmental Conduct Act.

A. The Contractor represents and warrants that it presently has no interest and, during the term of this Agreement, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Agreement.

B. The Contractor further represents and warrants that it has complied with, and, during the term of this Agreement, will continue to comply with, and that this Agreement complies with all applicable provisions of the Governmental Conduct Act, Chapter 10, Article 16 NMSA 1978.

C. Contractor's representations and warranties in Paragraphs A and B of this Article 12 are material representations of fact upon which the City relied when this Agreement was entered into by the parties. Contractor shall provide immediate written notice to the City if, at any time during the term of this Agreement, Contractor learns that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances. If it is later determined that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances, in addition to other remedies available to the City and notwithstanding anything in the Agreement to the contrary, the City may immediately terminate the Agreement.

D. All terms defined in the Governmental Conduct Act have the same meaning in this

section.

13. Amendment.

A. This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto and all other required signatories.

B. If the City proposes an amendment to the Agreement to unilaterally reduce funding due to budget or other considerations, the Contractor shall, within thirty (30) days of receipt of the proposed Amendment, have the option to terminate the Agreement, pursuant to the termination provisions as set forth in Article 4 herein, or to agree to the reduced funding.

14. Entire Agreement.

This Agreement, together with any other documents incorporated herein by reference and all related Exhibits and Schedules constitutes the sole and entire agreement of the Parties with respect to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to the subject matter. In the event of any inconsistency between the statements in the body of this Agreement, and the related Exhibits and Schedules, the statements in the body of this Agreement shall control.

15. Penalties for violation of law.

The Procurement Code, Sections 13-1-28 through 13-1-199, NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.

16. Equal Opportunity Compliance.

The Contractor agrees to abide by all federal and state laws and rules and regulations, and Santa Fe City Code, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

17. Applicable Law.

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with Section 38-3-1 (G) NMSA 1978. By execution of this Agreement, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.

18. Workers Compensation.

The Contractor agrees to comply with state laws and rules applicable to workers compensation benefits for its employees. If the Contractor fails to comply with the Workers

Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the City.

19. Professional Liability Insurance.

Contractor shall maintain professional liability insurance throughout the term of this Agreement providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a condition prior to performing services under this Agreement.

20. Other Insurance

If the services contemplated under this Agreement will be performed on or in City facilities or property, Contractor shall maintain in force during the entire term of this Agreement, the following insurance coverage(s), naming the City as additional insured.

A. Commercial General Liability insurance shall be written on an occurrence basis and be as broad as ISO Form CG 00 01 with limits not less than \$2,000,000 per occurrence and \$2,000,000 in the aggregate for claims against bodily injury, personal and advertising injury, and property damage. Said policy shall include broad form Contractual Liability coverage and be endorsed to name the City of Santa Fe their officials, officers, employees, and agents as additional insureds.

B. Business Automobile Liability insurance for all owned, non-owned automobiles, with a combined single limit not less than \$1,000,000 per accident.

C. Broader Coverage and Limits. The insurance requirements under this Agreement shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the Named Insured. It is agreed that these insurance requirements shall not in any way act to reduce coverage that is broader or that includes higher limits than the minimums required herein. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Contractor hereunder.

D. Contractor shall maintain the above insurance for the term of this Agreement and name the City as an additional insured and provide for 30 days cancellation notice on any Certificate of Insurance form furnished by Contractor. Such certificate shall also specifically state the coverage provided under the policy is primary over any other valid and collectible insurance and provide a waiver of subrogation.

21. Records and Financial Audit.

The Contractor shall maintain detailed time and expenditure records that indicate the date; time, nature and cost of services rendered during the Agreement's term and effect and retain them for a period of three (3) years from the date of final payment under this Agreement. The records shall be subject to inspection by the City. The City shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the City to recover excessive or illegal payments

22. Indemnification.

The Contractor shall defend, indemnify and hold harmless the City from all actions, proceeding, claims, demands, costs, damages, attorneys' fees and all other liabilities and expenses of any kind from any source which may arise out of the performance of this Agreement, caused by the negligent act or failure to act of the Contractor, its officers, employees, servants, subcontractors or agents, or if caused by the actions of any client of the Contractor resulting in injury or damage to persons or property during the time when the Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this Agreement. In the event that any action, suit or proceeding related to the services performed by the Contractor or any officer, agent, employee, servant or subcontractor under this Agreement is brought against the Contractor, the Contractor shall, as soon as practicable but no later than two (2) days after it receives notice thereof, notify the legal counsel of the City.

23. New Mexico Tort Claims Act

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

24. Invalid Term or Condition.

If any term or condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.

25. Enforcement of Agreement.

A party's failure to require strict performance of any provision of this Agreement shall not waive or diminish that party's right thereafter to demand strict compliance with that or any other provision. No waiver by a party of any of its rights under this Agreement shall be effective unless express and in writing, and no effective waiver by a party of any of its rights shall be effective to waive any other rights.

26. Notices.

Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the City:

Human Resources

200 Lincoln Ave.

Santa Fe, New Mexico 87504

To the Contractor:

TRUVIEW BSI, LLC

25 New Bridge Road, Suite 210,

Hicksville, NY 11801

27. Authority.

If Contractor is other than a natural person, the individual(s) signing this Agreement on behalf of Contractor represents and warrants that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor is necessary to enter into a binding contract.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date of the signature by the required approval authorities below.

CITY OF SANTA FE:

Jarel LaPan Hill

Jarel LaPan Hill (Jun 21, 2021 10:59 MDT)

JAREL LAPAN HILL,
CITY MANAGER

DATE: Jun 21, 2021

CONTRACTOR:
TRUVIEW BSL LLC



Digitally signed by Nicholas Auletta
DN: l=Hicksville, st=NY, c=US, o=TruView
BSL, LLC, cn=Nicholas Auletta
Date: 2021.06.04 10:54:29 -04'00'

Nicholas M. Auletta
NAME

President
TITLE

DATE: June 4, 2021

CRS#03385311008

Registration #

ATTEST:

Kristine Mihelcic

Kristine Mihelcic (Jun 21, 2021 11:36 MDT)

KRISTINE BUSTOS MIHELICIC, CITY CLERK ^{XIV}

CITY ATTORNEY'S OFFICE:

Marcos Martinez

Marcos Martinez (May 25, 2021 14:23 MDT)

SENIOR ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

Alexis Lotero, Assistant Finance Director

Alexis Lotero, Assistant Finance Director (Jun 15, 2021 14:44 MDT)

MARY MCCOY, FINANCE DIRECTOR

1000231-510310

Org. Name/Org#

"More Human" Background Screening Services for the City of Santa Fe:
Capabilities Statement and Price Proposal of TruView BSI, LLC

Presented to
Lillian Maestas
Human Resources Department
City of Santa Fe

Presented by
Nicholas M. Auletta
President
TruView BSI, LLC
25 Newbridge Rd., Suite 210
Hicksville, NY 11801
516.289.0273
nmauletta@truviewbsi.com



A Certified Service-Disabled Veteran-Owned Business

"Born of Tradition. Enabled by Technology. Powered by People."

March 5, 2021

Price Schedule

Based on our service to the City of Santa Fe and our understanding of your needs, as well as our experience with municipalities and government agencies of similar size, scope and complexity, we propose the following Price Schedule to the City of Santa Fe.

Background Screening Services Program – City of Santa Fe	
Investigative Elements	Price
Personal ID	\$2.50
SSN Verification	\$2.50
Federal Criminal Records Search	\$6.00
National Criminal & Sex Offender Database search & Aliases	\$6.00
Patriot/Global Homeland Security Check	\$5.00
NM Statewide Criminal Courts Search	\$10.00
Statewide Criminal Record Search (Out-of-State Applicants)	\$10.00
U.S. General Services Excluded Party List	\$8.00
Health & Human Services Healthcare Exclusion List	\$8.00
Employment Verification	\$8.00
Personal Reference Verification	\$12.00
Instant Motor Vehicle Driving Records	\$3.50
On-Going Alerts	\$2.50 per month, per driver
Pricing Notes <ul style="list-style-type: none"> Prices include all state and county fees except, if required, for state-level jurisdictions within ME, NH, NY, PA, SD, VT, and PR. For these jurisdictions, access fees will be passed through at direct cost Department of Motor Vehicle access fees will be passed through at direct cost. When Statewide Criminal Records Searches are not available or TruView-approved, TruView will run the relevant County Criminal Records Searches identified through the Social Security Number history. Each search methodology quoted above represents one jurisdiction. A jurisdiction is defined as a county, state or federal court district in which the subject has lived. 	

<ul style="list-style-type: none"> For employment verifications, TruView will contact previous employer(s) directly unless that employer requires all verifications to go through a third party, such as The Work Number. If a third party verification service must be utilized, TruView will pass through access fee separately as a direct cost. TruView will not contact applicant's current employer unless given authorization by client. All searches, unless otherwise specified, are for domestic searches only. Additional fees may apply for international records. Prior to any international records being ordered, the client will be supplied a price quote for that specific search methodology and country. No search will be ordered without the client's written approval. 	
<p align="center">Customized packages available upon request.</p> <p align="center">Some of our <u>optional</u> A la Carte Screens and Verification are listed below.</p>	
Monitoring Products (Discounting Available for Volume/Combinations)	Price
<ul style="list-style-type: none"> Continuous Criminal Monitoring 	\$1.25/month per individual
<ul style="list-style-type: none"> ENHANCED Continuous Criminal Monitoring 	\$1.25- \$1.50/month per individual
<ul style="list-style-type: none"> ENHANCED Social Media Monitoring (Per Individual) <i>Existing confirmed sites as well as any newly discovered sites or profiles will be reviewed and flagged for any workplace safety issues - racism/intolerance, violence, potentially illegal activity, and sexually explicit material. Should content be flagged during the review, a notification and report will be sent to Client.</i> 	\$6.00/month or \$10.00/quarter or \$14.00/bi-annual or \$16.00/year
A La Carte Screening Elements	Price
<ul style="list-style-type: none"> Consent-Based Social Security Number Verification (through SSA) 	\$7.00
<ul style="list-style-type: none"> Integrated Knowledge Base Identity Verification 	\$7.00
Criminal, Civil, and Driving Elements	Price
<ul style="list-style-type: none"> County/Parish Criminal Records Search (1 Jurisdiction – 7 Years) 	\$7.00 + Court Fee
<ul style="list-style-type: none"> Local Jurisdiction/State Sex Offender Registry Search (Manual Search) 	\$5.00

• TruView Criminal Jurisdiction Locator	\$5.00
• Industry-Specific Regulatory Database Search	\$10.00
Verification Elements	Price
<ul style="list-style-type: none"> • TRUverification - Employment (Per Employer) <i>Rule of Three: Three attempts over three days at three different times PLUS Applicant Contact and approved secondary sources of verification <u>until complete</u></i> 	\$10.00 + 3rd-Party Fee
<ul style="list-style-type: none"> • Standard Employment Verification (Last 7 Years – 3 Employers) <i>Rule of Three: Three attempts over three days at three different times</i> 	\$18.00 + 3rd-Party Fee
<ul style="list-style-type: none"> • TRUverification - Employment (Last 7 Years – 3 Employers) <i>Rule of Three: Three attempts over three days at three different times PLUS Applicant Contact and approved secondary sources of verification until complete</i> 	\$22.00 + 3rd-Party Fee
• Gap Review	\$6.00
• Education/Degree Verification (Per Degree)	\$6.00 + 3rd-Party Fee
• Professional License/Certification Verification (Per – Package Pricing Available)	\$8.00
• Military Records Verification	\$8.00
Compliance Elements	Price
• Credit Report	\$7.00
• Integrated Electronic Pre-Adverse/Adverse Action Program (Both Letters)	\$2.00
• Pre-Adverse Action/Adverse Action Letter - Hard Copy (Per Notice)	\$2.00
• Electronic Form I-9 Utilization	\$4.00 per name
• Electronic Integration of E-Verify of New Hires	\$2.75 per name

<ul style="list-style-type: none"> Form I-9 Compliance Versioning Set-Up Fee (according to Federal Laws), including: <ul style="list-style-type: none"> Client Implementation and Integration Secure Electronic Storage Partner Customer Support Software Maintenance Client Hierarchy Set-up Unlimited Users per Company ID 	<p>\$350.00 per Client Location</p> <p>WAIVED FOR CLIENT</p>
<ul style="list-style-type: none"> Annual Platform Versioning (Due at start of 2nd Year on Platform) 	<p>\$325.00 per Client Location</p>
Media Screening Elements	Price
<ul style="list-style-type: none"> <i>Social Media Screening (Expanded review for toxic employees, sexism, racism, bigotry, terrorism, proclivity to violence, inappropriate language, illegal substance)</i> 	\$20.00
<ul style="list-style-type: none"> <i>Social Media Screening - BASIC (Three-year review for toxic employees, sexism, racism, bigotry, terrorism, proclivity to violence, inappropriate language, illegal substance)</i> 	\$15.00
Drug Screening (Customized options available upon request)	Price
<ul style="list-style-type: none"> Integrated Standard 5-Panel /10-Panel PSC Network - LabCorp/Quest/MedTox Labs (Collection, Lab, Analysis + MRO Services) 	\$29.50



Choice Screening

PREPARED BY

Eric Vasquez

3/04/2021

p: 720.974.7823

o: 877.929.7878

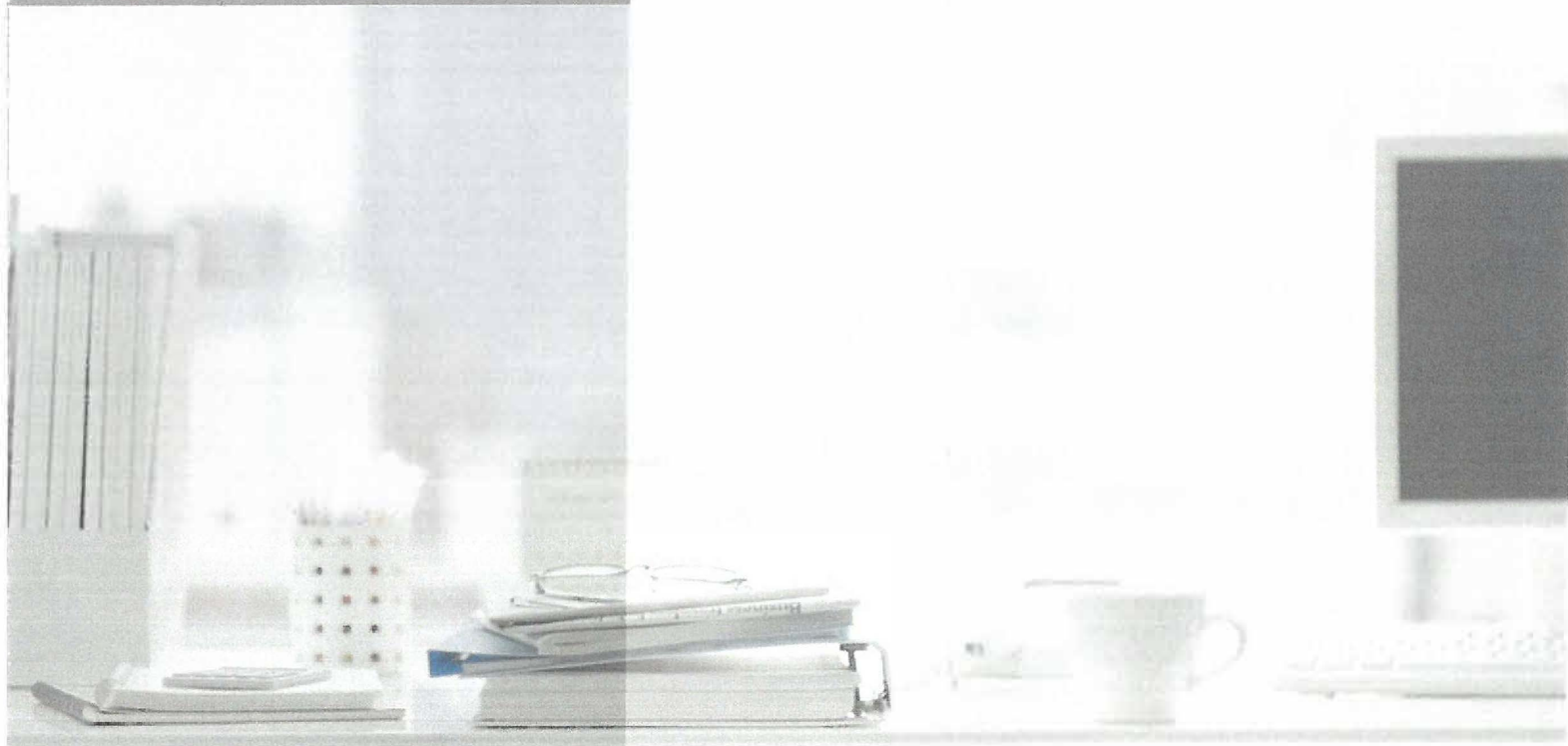
e: evasquez@choicescreening.com

w: www.choicescreening.com

8668 Concord Center Dr.
Englewood, CO 80112

Proposal

Background Screening
COMPANY





Background Screening you can TRUST

The Choice Screening Difference

Choice Screening's commitment to excellence is distinctive in our quality of service, quick turnaround, accurate results and our attention to detail. Our staff is experienced, many of whom hold and maintain FCRA Basic or Advanced Certification through the National Association of Professional Background Screeners (NAPBS). The right products, utilized by an experienced researchers and supported by courteous Account Executives and Customer Support is a combination unrivaled by many.

We designed and developed our proprietary Background Screening application to give our clients the latest technology that is flexible and completely customized to meet your needs. We constantly evaluate our technology to ensure you're receiving the industry's best.

I'd like to thank you for considering Choice Screening as your Background Screening partner. In the following pages, you can expect to gain more insight into the Choice Screening Difference and learn about our broad range of background screening and employment services. Should you have any questions along the way, please do not hesitate to contact me.

Sincerely,

Eric Vasquez

e: evasquez@choicescreening.com

p: (720) 974-7823





Service Overview

PRICING + NO ADMIN FEES At Choice Screening, we do not charge set-up fees, maintenance costs or monthly minimums. You are only charged for the reports you request and relevant access fees for your search. No matter how small or large the account, Choice Screening gives every client the same level of commitment and support - from dedicated Account Executives to our outstanding Customer Service team!

In the following pages, you can view our recommended customized package as well as individual product pricing for your company.

PRODUCTS Choice Screening offers a full range of background screening products through our state of the art technology. This results in the precise information you need, tailored to meet your individual preference. The fast, easy access to information provided by Choice Screening saves you time and money.

Studies have shown that 34% of applicants misrepresent facts on their application. This makes it vitally important to know you can trust your background report.

Following your customized packages and individual product pricing, you will find a brief description of our most common products, such as criminal and civil records, motor vehicle, drug and alcohol testing and compliance services. You can also find in depth descriptions on our website at www.choicescreening.com/background-screening-services.

ORDER & DELIVERY Our customers have different demands, so we offer a variety of options for ordering and receiving background reports, from the consent form to the final results. Each provides varying levels of automation so you can select your preferred approach. Your Account Executive will help you decide what works best for you!

Custom Packages

Basic Package

PRICE – \$6.00

New Mexico State Search

Standard Package

PRICE – \$10.00

Verified National Criminal

Includes

National Sex Offender Registry
Most Wanted Lists FBI, DEA, ATF, Interpol
OFAC Terrorist Database Search
OIG, GSA, SAM, FDA

All felonies and misdemeanors reported to the National database

New Mexico State Search

Comprehensive Package

PRICE – \$20.00*

Verified Enhanced National Criminal

Includes SSN Trace & Address History

Alias & Associated Names

National Sex Offender Registry
Most Wanted Lists FBI, DEA, ATF, Interpol
OFAC Terrorist Database Search
OIG, GSA, SAM, FDA

All felonies and misdemeanors reported to the National database

Choice Screening AutoComplete

Will search unlimited County and/or Statewide Criminal records (felony and misdemeanor) to include all jurisdictions where the applicant and the Social Security Number Search have reported residing within the last 7 years

*Price does not include state agency or third party mandatory access fees.

Individual Service Pricing

CRIMINAL RECORDS

7 Year Misdemeanor & Felony (Choice Screening AutoComplete)	Package based
County Criminal	\$6.00*
Statewide Criminal	\$6.00*
Verified National Criminal	\$4.00
Verified Enhanced National Criminal	\$6.00
National Sex Offender Registry	\$3.00
National Wants & Warrants	\$7.00
US Federal Criminal (National)	\$7.00
International Criminal	Price Varies

CIVIL RECORDS

County Civil	\$12.00
US Federal Civil (National)	\$12.00

SSN, ADDRESS HISTORY

SSN Verification & Address History	\$3.00
Social Security Trace & Address History	\$2.00
TransUnion Credit Report	\$9.00

MOTOR VEHICLE

Motor Vehicle Record	\$2.50*
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RESUME VERIFICATIONS

Employment Verification	\$7.00*
Education Verification	\$7.00*
Professional License & Certificate	\$7.00*
Professional & Personal Reference	\$7.00*

Individual Service Pricing

DRUG, ALCOHOL & HEALTH SCREENING

LabCorp

5 Panel Drug Test \$22.00

10 Panel Drug Test \$24.00

10 Panel Drug Test + Alcohol \$29.00

Titers Price Varies

TENANT SCREENING

Rental History \$9.00

Eviction Services \$9.00

POST HIRE SERVICES

Form I-9 Comply™ (with option E-Verify integration at no charge) \$8.00

Workers Compensation \$8.00

Choice ReScreen Package based

COMPLIANCE SERVICES

Online Consent Form Complimentary

Adverse Action Letters (Pre or Post) \$1.50

MEDICAL SANCTIONS

OIG \$3.00

Medical Registries \$7.00

*Price does not include state agency or third party mandatory access fee

**Credit Reports are subject to site inspection prior to activating service

Product Descriptions

Below you will find a brief description of our various products. What is set up in your account will be based on your specific needs - it's up to you if you have everything or only some activated. Your Account Executive can also help you select packages with practically any combination.

Criminal Records

Choice Screening employs a full-service research team that processes each criminal record search in the appropriate court as requested. Criminal information can come from state records, county records, or a multitude of databases. All information is either obtained directly from the courts themselves, or if in the case of a compiled database result, used as a pointer file and verified directly with the source of the information prior to reporting. Researchers refrain from conducting literal research when reasonably possible and investigate similarities in identifiers found to ultimately provide the most comprehensive results possible.

Some court resources charge an additional fee to access their records. In these cases, we will reach out to you for fee approval prior to processing the requested search.

7 YEAR MISDEMEANOR & FELONY (Choice Screening AutoComplete) This county criminal record search based on your applicant's 7 year address history is the cornerstone of a comprehensive background check. Reliable, thorough and accurate – this may be your most valuable resource to uncover criminal history.

COUNTY CRIMINAL Available in every county throughout the US, county criminal record searches are the foundation of your background check. Our public records researchers find, verify and report your candidate's criminal record history.

STATEWIDE CRIMINAL Access a broader scope of criminal records, beyond the county in which your candidate resides. Where available, statewide criminal records are uncovered and verified by our experienced researchers before reporting.

VERIFIED NATIONAL CRIMINAL Cast a wide net by accessing over 1,000 sources including sex offender registries, sanctions and national and international fugitive lists. This broad scope search can uncover criminal activity outside an applicant's residential jurisdictions.

VERIFIED ENHANCED NATIONAL CRIMINAL Harness all the power of the national criminal record search and gain a thorough address history from a variety of sources as well as an alias name criminal record search. This is our broadest search available and is verified by our skilled public records research team.

NATIONAL SEX OFFENDER REGISTRY Uncover sex offender and sexual predator records from all 50 states, DC and Guam. This search is especially appropriate for employees with access to vulnerable populations.

NATIONAL WANTS & WARRANTS Reveal active and open warrants reported in both US District and County courts. This broad-scoped search identifies active warrants, which are verified before reporting.

US FEDERAL CRIMINAL Identify and uncover criminal activity, prosecuted only in the federal court system. Our team searches nationwide to reveal the most expansive results of federal law violations, such as embezzlement, identity theft, drug and arms trafficking, and kidnapping.

INTERNATIONAL CRIMINAL Available in over 250 countries and territories, this search reveals criminal records outside domestic US searches. As mobility increases throughout the world, this search has proven value for employers with international applicants.

Civil Records

COUNTY CIVIL Uncover civil case records filed in the county courts, typically including small claims, breach of contract, lawsuits and more. Our researchers find, verify and report cases from upper and lower level courts.

US FEDERAL CIVIL Access records from all 94 federal courts to uncover federal civil disputes including bankruptcy, patent and anti-trust cases and when potential damages exceed \$75,000. This search is especially valuable when fiscal responsibility is a qualifying, or disqualifying, factor.

SSN, Address History & Credit

SSN VERIFICATION & ADDRESS HISTORY As a long-standing basis of a comprehensive background screen, the SSN Verification & Address History provides direct access to the Social Security Administration (SSA). You'll easily confirm the primary name and DOB associated with a SSN and uncover alias names and address history to drive your criminal and civil record searches.

SS TRACE & ADDRESS HISTORY The Social Security (SS) Trace & Address History provides a thorough list of reported addresses and alias names associated with your applicant. Employers who do not need additional details associated with a SSN, such as death master index, will appreciate this focused search!

EMPLOYMENT CREDIT REPORT Gain insight into your applicant's fiscal responsibility and financial history. Employment Credit Reports uncover negative accounts, accounts in collections, and third party inquiries. This search is especially valuable for individuals with access to assets and discretionary spending accounts. A site inspection is required for use of this product; your Account Executive can provide further details upon request.

Motor Vehicle Record

MOTOR VEHICLE RECORD Confirm the status of your applicant's drivers license and uncover driving history records including infractions, tickets and DUI's as reported by the state. Records are retrieved directly from the state Department of Motor Vehicles for the most accurate and up to date information available.

Resume Verifications

EMPLOYMENT VERIFICATION Past performance is a strong indication of future success. Verify and uncover discrepancies in your applicant's employment, reason for leaving and eligibility for rehire. Standard questions include information such as hire and termination dates, Title and Position, eligibility for rehire and reason for leaving.

EDUCATION VERIFICATION Confirm your applicant's reported educational achievements match the institution's records, such as graduation date, course of work, GPA and other factors. Our researchers can help authenticate these important qualifications. Standard questions include dates of attendance, graduation date, major/minor subjects, and degree titles.

PROFESSIONAL LICENSE & CERTIFICATE Ensure your applicants and employees have a valid and active license, without restriction or disciplinary action. Our researchers access the primary source of the claimed license so you can hire with confidence.

PROFESSIONAL & PERSONAL REFERENCE Gain valuable insight into an individual's behavior, work ethic and other factors that could influence your decision. Our experienced verifications team can help validate and expand upon details through former colleague and personal acquaintance interviews. Standard questions include relationship history, opinions on applicant strengths, areas for improvement, dependability, trustworthiness, and personability.

When processing a verification request, Choice Screening will attempt to contact the source through a variety of means including encrypted email, phone calls, facsimile requests, and when directed, through electric access to commercial databases such as The Work Number and National Student Clearing house. We will continue these attempts to contact throughout the day during different times in order to try to reach the listed contact at a time convenient to them. After 2 business days without response, we will reach back out to the client to obtain additional information or resources. After exhausting all resources, we will close the verification after 5 business days if no response has been received.

Often, employment and education institutions will utilize external commercial databases to house their records. These databases typically charge an additional fee to access their records. In these cases, we will reach out to you for fee approval prior to processing the requested verification.

Medical Sanctions

OIG Access nationwide records of exclusions, sanctions and debarments as listed with the Office of

the Inspector General (OIG). This search helps institutions maintain their ability to bill and receive reimbursement from federal programs by avoiding restricted and excluded individuals.

FACIS®¹ The Fraud and Abuse Control Information System (FACIS®) provides reliable, primary source data aggregation of disciplinary action and medical provider sanctions. This service is certified by NCQA, accredited by URAC and meets JACHO compliance standards.

¹FACIS® is a licensed trademark of the Verisys Corporation.

MEDICAL REGISTRIES Verify that medical and administrative applicants will not pose a risk to patient safety, billing and reimbursement denial, or result in civil monetary penalties due to a negligent hire. This service offers direct access to various federal restriction, sanction and debarment databases.

Drug, Alcohol & Health Screening

URINE DRUG & ALCOHOL TEST As the most commonly used test for alcohol and drugs, the urine drug test is flexible, cost effective and available at thousands of lab collection sites. Negative results are returned within days while positive results are confirmed through our Medical Review Office (MRO).

HAIR DRUG TEST With up to a 90 day detection window, hair testing is tamper resistant and results in nearly twice the number of positive tests as compared to a urine drug test. This service is particularly beneficial when long-term observation is needed.

SALIVA DRUG & ALCOHOL TEST Saliva testing allows employers to collect on-site in 3-4 minutes, while still relying on traditional lab for accurate analysis. Negative results are returned within days while positive results are sent for MRO review.

DOT DRUG & ALCOHOL TEST Effectively manage your DOT compliance, stay organized and gain access to thousands of lab collection sites. DOT panels and procedures adhere to regulatory requirements as specified by the Department of Transportation.

TITERS In an effort to protect against the spread of disease, medical institutions use Titers testing to verify the presence of antibodies as part of initial hire and ongoing employment practices. This service will help you ensure compliance and regulatory standards are met and to maintain patient safety standards.

Tenant Screening

RENTAL HISTORY Uncover a previous landlord's experience with your prospective tenant including lease terms, payment history and experience with the individual. This valuable search is an important part of a comprehensive tenant background check.

Post Hire Services

FORM I-9 COMPLY™ This Online Form I-9 management tool enables you to electronically file Form I-9 and verify employment eligibility through a direct E-Verify interface. Error checking algorithms virtually eliminate errors and omissions, while audit support helps keep you prepared.

WORKERS COMPENSATION Gain a more complete picture when dealing with work injury records. Identify past work injuries to aid in accommodation as well as help uncover and track related work injury claims.

CHOICE ReSCREEN The need to run a comprehensive, but cost effective, background check doesn't stop after the initial hire. Choice ReScreen helps employers stay organized and efficient when screening current employees, transfers and promotions. This service commonly aids employers with annual credentialing requirements.

Compliance Services

ONLINE CONSENT FORM Before any background check begins a signed consent form must be received from the applicant. Our online consent form helps save time, keeps you organized and it's complimentary to all our clients!

ADVERSE ACTION Any unfavorable decision based all or in part on the results of a background screen requires adherence to Adverse Action regulation according to the FCRA and some local legislatures. Our service will help keep you organized, efficient and compliant.



ChoiceScreening

Choice Screening holds tight to our core values of integrity, innovation and partnership with every business relationship we establish. As a client, we're held to your highest expectations - we strive to keep you satisfied and happy with every background report!

Should you have any questions, please feel free to contact me at your convenience. You can also view extended service descriptions and access informative articles and resources on our website – www.choicescreening.com.

For additional information, to answer any of your questions, or to schedule a demo, please feel free to contact me at your convenience!

Eric Vasquez

e: evasquez@choicescreening.com

p: 720.974.7823

o: 877.929.7878

w: www.choicescreening.com



A-Check Global

Screening Made Smart

EMPLOYMENT
SCREENING SERVICES

PROPOSAL

Prepared for:



City of Santa Fe

Lillian Maestas
200 Lincoln Ave.
Santa Fe, New Mexico 87504
505-955-6659
Lmaestas@santafenm.gov

**City of Santa Fe background
proposal**

03/08/2021

www.acheckglobal.com

An ActOne Group Company

Lillian Maestas
City of Santa Fe
200 Lincoln Ave.
Santa Fe, New Mexico 87504

Dear Lillian,

Thank you for the opportunity to provide City of Santa Fe with a proposal of our employment screening services. Rest assured your organization would be in good hands should you decide to choose A-Check. We look forward to working through this process to earn your business and will work even harder to keep it.

For clarification on any item within this proposal, or to inquire about additional employment screening services offered by A-Check, please do not hesitate to contact me.

Regards,

Chris Sullens
Director of Sales
A-Check Global
Phone 714-328-0337 mobile
csullens@acheckglobal.com

Welcome to A-Check Global

Who We Are

For 20 years, A-Check Global has provided comprehensive, compliant screening programs to assist with your employment decisions: background checks, drug and alcohol screening, occupational health management services, E-Verify and Electronic Form I-9, motor vehicle reports, and more. We specialize in automating and streamlining your employment screening process.

It's our business to make your business easier:

- **Service:** A consultative, focused approach to meeting your needs with superior customer care
- **Technology:** An ever-evolving high-tech/high-touch model that maximizes technology, minimizes cost, and lowers turnaround times
- **Convenience:** Customizable, mobile-friendly services accessed through a single web platform
- **Accuracy:** In-house support from our highly trained team members based in Riverside, California
- **Compliance:** Experienced professionals committed to legislative compliance while reviewing and delivering reliable information, every time
- **Integration:** Seamless connection with dozens of the most trusted ATS and HRIS systems, including: Oracle Taleo Business/Enterprise, PeopleSoft, iCIMS, Kenexa, Kronos, PeopleFluent, Position Manager, The RightThing, iCIMS, Workday, and more

Local and Global Service

We proudly serve 2,000+ client organizations with nearly 12,000 system users domestically and around the world. SSAE16 Type II audited secure data infrastructure supports virtually unlimited volume.

We Serve Your Industry

- | | | |
|------------------|-----------------|-----------------|
| • Healthcare | • telecom | • manufacturing |
| • pharmaceutical | • government | • technology |
| • finance | • entertainment | • gaming |
| • hospitality | • education | • non-profit |
| • transportation | • food service | • energy |

and many more.

History and Certifications

Established in 1998 by ACT•1 Group CEO Janice Bryant Howroyd • ISO 9001:2015 Certified • Certified Oracle Gold Partner, Validated Taleo Business/Enterprise • Certified iCIMS Partner • US-EU/Swiss Privacy Shield Certified • NAPBS Accredited • Certified WMBE Company



Exhibit B – Pricing

Thank you for allowing A-Check the opportunity to provide a Quotation. Pricing is valid for 180 days from 03/08/2021.

A-Check Global Enterprise Screening Solutions	
Prepared for: Lillian Maestas – City of Santa Fe	Tel: 505-955-6659 lmaestas@santafenm.gov
A-Check Global Contact: Chris Sullens – Director of Sales	Tel: 714-328-0337 csullens@acheckglobal.com

CONFIDENTIAL: This Quotation contains a confidential pricing schedule and services information proprietary to A-Check Global. By receiving this Quotation you agree not to distribute the information contained herein, in part or in whole, to any third party not expressly authorized by A-Check Global or required by law.

Packaged Services – Employment Screening	Price
Package 1 – New Hire Package Includes Social Security Trace (SST) Federal Criminal Records Search National Criminal Database Search National Sex Offender Search New Mexico Statewide Criminal Search Statewide Criminal Search Patriot/Global Homeland Security Check (OFAC) Employment Verification – Verification of one employers in last 7 years US GSA Search Health and Human Services Healthcare Exclusion List (OIG) Reference Verification – verification of one reference Motor Vehicle Record	\$63.00*

A la Carte Services – Background Screening - Domestic	Price*
County Criminal Records	\$10.00
Statewide Criminal Locator	\$10.00
Federal Criminal Records – District	\$8.00
NATCRIM Nationwide Criminal Locator	\$5.00
Nationwide Sex Offender Database	\$2.00
Employment Credit Report	\$7.00
Motor Vehicle Report – Driver's Records	\$4.50
Social Security Trace Report	\$3.00
Professional Reference	\$9.00
Employment Verification, Domestic - Basic	\$7.00
Employment Verification, Domestic – Plus	\$10.00
Employment Verification, Domestic – Expanded	\$13.00
Education Verification, Domestic	\$7.00
Professional Reference Verification	\$8.00
OFAC - Office of Foreign Assets Control database	\$2.00
GSA EPLS - U.S. General Services Administration Excluded Parties List System	\$2.00
DEA – U.S. Drug Enforcement Administration	\$4.00
OIG – Office of Inspector General	\$2.00
FACIS Level 3	\$6.00
DDTC - Directorate of Defense Trade Controls	\$4.00
INTERPOL - International Criminal Police Organization	\$4.00
Global Direct	\$15.00

A la Carte Services – Background Screening – Domestic (cont.)	Price*
RAPID I-9: Streamlined Electronic I-9 and E-Verify	\$7.00
E-Verify – USCIS - Department of Homeland Security	\$5.00
Electronic I-9 – Paperless I-9 Solution	\$5.00

*Additional Fees – Background Screening

Certain entities may levy fees that will be passed through to the client in addition to the fees charged by A-Check Global for the packages and/or a la carte services. The additional fees may include: Court fees, State fees, Repository fees (Talx/The Work Number, Student Clearing House), Registry fees, 900 numbers (employment verification), International call toll charges and Transcript fees. Aliases and Maiden names will be added at the a la carte price.

All records (Hits) obtained through the NATCRIM search will be confirmed at the applicable court for accuracy to comply with the FCRA and will be billed at a la carte rates.

International Services – Criminal, Education, Employment, MVR, Drug Screening and More

A-Check conducts employment, education, professional credentialing and reference verifications in more than 200 countries and territories worldwide. A-Check verifies in 159 of the world's most common languages. A-Check's Global Alliance Researcher Network, developed over 31 years on the cutting edge of employment screening, is comprised of both wholly owned offices as well as a network of carefully vetted research professionals with proven records of expertise in their countries' investigative and reporting procedures. A-Check offers a full suite of international services. Please call for a customized international services quote.

Available

Background Screening Definitions – Domestic

County Criminal Records

A County Criminal Record searches for felony records and includes misdemeanor records when available through the primary index of a county court. Information is obtained through a direct electronic connection to the courthouse records or in-person by a court researcher. Each search includes one (1) county and one (1) name unless it is executed as part of a service package.

Statewide Criminal Locator

The Statewide Criminal Locator Search accesses individual states and the District of Columbia's Department of Justice criminal repository information. The availability, information quality, cost and turnaround time of data varies dramatically between states, and this search is not available for the State of California. While all other states provide access to criminal record information, A-Check Global focuses on utilizing a limited number of statewide repositories, which provide the proper balance of the following four characteristics: turnaround time, limited barriers to access, reasonable out of pocket expenses, and data integrity. While the processing of a statewide criminal locator search (versus a County Courthouse search) may offer greater geographic coverage area, delays in transmitting criminal record information and updates by local law enforcement agencies and the courts within the statewide database are possible. We recommend this search as a supplement to a client's standard criminal scope. Any "hits" in states without direct court access must be verified through a court records search for FCRA §613 compliance.

Federal Criminal Records - District

Federal Criminal Records - District record search is a search of federal court records at the district level. All information is obtained through the Federal P.A.C.E.R. system with on-line direct connection to records and dispositions. Each search includes one (1) name and (1) district search unless an all alias search is executed as part of a service package. Nationwide search is also available.

NATCRIM - Nationwide Criminal Locator

The Nationwide Criminal Locator (NATCRIM) database search covers 300 million criminal records from multiple sources across the United States, including Federal Fugitive files, state and county criminal record repositories, A-Check proprietary record information, prison parole and release files and records from other state agencies. We recommend this search as a supplement to a client's standard criminal scope. Any "hits" must be verified through a court records search for FCRA §613 compliance. Each search includes one (1) name search unless an all alias search is executed as part of a service package.

Nationwide Sex Offender Database

The Nationwide Sex Offender Database service is a database search compiled from the Sex Offender Registries of each state in the United States. This search is a locator tool designed to locate potential sex offender registration. All potential "hits" located through this search will be confirmed through the appropriate state's official sex offender registries in order to remain

compliant with FCRA §613 and any confirmed results will be reported in a State Sex Offender Search component at no additional cost.

Credit Report

The credit report provides information regarding a person's financial background. The report may also include present and past addresses and current and past employers and provides names used in association with the social security number provided. Credit report information is obtained directly from a national credit bureau.

Motor Vehicle Report

The Motor Vehicle Report is statewide search of applicant's available driving history. All information is obtained directly through the state of issuance motor vehicle licensing department by our service provider.

Social Security Trace Report

The Social Security Trace Report checks candidate Personally Identifiable Information (PII) against data collected by the credit bureau, TransUnion. The service will return data associated with the name, address and social security number provided when/if data matches information TransUnion maintains in their systems, and will provide alias and previous address information which can be added to criminal record searches.

Professional Reference

Professional references are verified by seeking answers to predetermined questions including information on communication skills, work attitude, professionalism and punctuality. This information will be obtained through a phone interview or e-mail communication depending upon the reference's preference.

Employment Verification

Present or past employment is verified to include position(s) held, dates of employment, salary, confirmation of specific job duties, reason for leaving, eligibility for re-hire, and overall job performance. This information is obtained through a phone interview with either the applicant's former supervisor or personnel department. Each verification includes one (1) employment verification unless criteria is established for all employers for a specified time period or a specific number of employment verifications are requested as part of a service package. Additional fee may also apply if previous employer charges a fee to release information or uses a records clearinghouse.

- **Employment Verification, Domestic - Basic**
Contact daily will be made for up to three (3) days.
- **Employment Verification, Domestic - Plus**
Contact daily will be made for up to three (3) days.
Documentation will be requested from the applicant for any verifications of employment not obtained.
- **Employment Verification, Domestic - Expanded**
Contact daily will be made for up to ten (10) days.
Documentation will be requested from the applicant for any verifications of employment not obtained.

Education Verification

Education verifications included verification of GEDs, high school, trade school and college/university attendance. Information acquired includes dates of enrollment, major course of study, degrees/diplomas awarded, grade point averages, and any professional certifications held. Each verification includes one (1) education verification conducted over the course of three (3) days unless criteria are established to complete a specific number of education verifications as part of a service package. Additional fees may be assessed for extended verification services, if transcripts are requested or in the event records must be accessed through a records clearinghouse that charges to access records.

Professional License Verification

The professional license verification verifies a professional license or professional certification directly from the issuing body. Each verification includes one (1) professional license verification unless criteria are established to complete a specific number of professional license verifications as part of a service package. Additional fee if transcripts are requested. Additional fee may apply if issuing body requires use of a records clearinghouse.

Military Service Records

For retired and discharged military personnel, A-Check verifies the last rank held, dates of service and discharge rating through the VBA utilizing an applicant provided DD-214. If applicant is active in the military, A-Check contacts their military base directly and verifies service information provided by applicant. This service is typically completed directly through an Employment Verification component unless it is required specifically to be separated by the client.

OFAC SDN - Office of Foreign Assets Control Specially Designated Nationals List

The OFAC SDN search provides a list of persons or entities known for doing business with terrorists and terrorist organizations. The Federal Bank Regulatory Agencies review financial institutions under their supervision to determine the adequacy of compliance programs with regard to OFAC Regulations. Insurance companies, securities and investment firms, and import/export trading companies are also subject to OFAC regulations.

BIS - U.S. Bureau of Industry and Security Database

The BIS Denied Persons database provides a list of individuals or entities denied export privileges by the U.S. Bureau of Industry and Security.

SEC - U.S. Securities and Exchange Commission Database

The SEC database allows searches for persons involved with violating rules and regulations related to publicly traded stocks set forth by the Securities and Exchange Commission.

GSA EPLS - U.S. General Services Administration Excluded Parties List System

The GSA EPLS database includes information regarding entities debarred, suspended, proposed for debarment, excluded or disqualified under the non-procurement common rule, or otherwise declared ineligible from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits. Industries that pertain to this search are Health Services, Insurance, Banking, Trade Companies and Retail Services.

DEA - U.S. Drug Enforcement Administration Database

The DEA database search provides a list of known persons involved with narcotics manufacturing and trafficking.

INTERPOL - International Criminal Police Organization

A search of the INTERPOL database identifies if a person a target of Interpol. Interpol is the world's largest international police organization. It exists to support law enforcement agencies worldwide to combat crime. Interpol has three core functions which provide: Secure global police communications, data services and databases for police, and Operational Police Support Services.

Global Direct

Global Direct is an international data bank which includes information on terrorism and insurgency, organized crime, Middle East, PEPs, 300+ sanction and watch lists monitored, 240+ countries and territories covered, local and International government records, and country-specific data sources. Also included in the search: International derogatory electronic and physical media searches, relevant industry sources, Global compliance databases, extensive network of sources, and archived data from our proprietary databases.

Rapid I-9 - Integrated paperless Electronic I-9 and E-Verify

A-Check offers RAPID I-9, a completely integrated paperless Electronic I-9 and E-Verify module built into its online platform, A-Check Direct. RAPID I-9 features e-signature and document upload and management capability and allows employers to integrate employment eligibility and records retention and compliance into their hiring process.

E-Verify Program - US Citizenship and Immigration Services - Department of Homeland Security

A-Check is an authorized E-Verify Third Party Agent. E-Verify ordering and management is built into A-Check Direct™ as part of the RAPID I-9 streamlined E-Verify and Electronic Form I-9 process. A-Check is in full compliance with E-Verify requirements and has an established process in place and in use which ensures clients consistently comply with E-Verify requirements and deadlines. A-Check's Quality Control and Compliance Department maintains an updated state-by-state E-Verify status matrix which is used internally and is provided to clients on request to assist with compliance and keep clients informed of changes in the law.

A la Carte Services – Substance Abuse Screening - Domestic	Price**
5 Panel NON-DOT Lab Based Drug Screen (Quest or Labcorp)	\$25.00
10 Pane NON-DOT Lab Based Drug Screen (Quest or Labcorp)	\$27.00
Medical Review Officer (MRO)	\$17.50
Breath Alcohol Screening – Lab Based	Available
RADAR Labcorp Clinic-Based 5 Panel	\$24.00
E-Screen Drug Screening	\$32.50
5 Panel Instant urinalysis – Instant Onsite Test Cup	Available
10 Panel Instant urinalysis cup – Instant Onsite Test Cup	Available
5 Panel Oral fluid drug test kit – Lab Based Analysis	Available
Electronic Chain of Custody forms support - Nationwide	Available
On site services – Mobile Collection, On-site Training	Available
Random Program Management (DOT)	Available
Random Program Management (Non-DOT)	Available
Post-accident, Reasonable Suspicion Screening	Available
After hours collections	Available

****Additional Fees – Substance Abuse Screening**

Additional fees may include: When an out-of-network 3rd party collection facility is used, pricing will include drug screening price plus additional collection fee.

Substance Abuse Screening – Definitions
Non-DOT 5 Panel Urine Drug Screen

Drug Screen includes screening for five categories of drugs including: Amphetamines, Cocaine, Marijuana, Opiates, and Phencyclidine. This price covers the costs for collection at an A-Check in-network site, overnight courier service to a S.A.M.H.S.A/N.I.D.A. certified laboratory, pre-screen by E.M.I.T., and confirmation by G.C./M.S. Collect at out-of-network 3rd party collection facilities may result in additional fees.

Non-DOT 10 Panel Urine Drug Screen

Drug Screen includes screening for ten categories of drugs including: Amphetamines, Cocaine, Marijuana, Opiates, Barbiturates, Methaqualone, Benzodiazepines, Propoxyphene, Methadone, and Phencyclidine. This price covers the costs for collection at an A-Check in-network site, overnight courier service to a S.A.M.H.S.A/N.I.D.A. certified laboratory, pre-screen by E.M.I.T., and confirmation by G.C./M.S. Collect at out-of-network 3rd party collection facilities may result in additional fees.

DOT 5 Panel Urine Drug Screen

Drug Screen includes screening for five categories of drugs including: Amphetamines, Cocaine, Marijuana, Opiates, MDMA Metabolites, Monoacetyl Morphine and Phencyclidine. This price covers the costs for collection at an A-Check in-network site, overnight courier service to a S.A.M.H.S.A/N.I.D.A. certified laboratory, pre-screen by E.M.I.T., and confirmation by G.C./M.S. Collect at out-of-network 3rd party collection facilities may result in additional fees. Includes DOT-mandated MRO review on every screen processed.

Medical Review Officer (MRO)

Results of non-negative or troubled non-D.O.T. drug screenings are forwarded to an MRO, a licensed physician who reviews these results, speaks with the donor if necessary, and reports the final results within two hours of receipt of results from the laboratory.

Breath Alcohol Screening

Breath Alcohol Testing will be performed by a certified Breath Alcohol Technician using EBT. Confirmation testing is included for in-network screens performed during standard business hours.

E-Screen Drug Screening

Non-D.O.T- 5-Panel Drug Test Screening for five (5) categories of drugs including Amphetamines, Cocaine, Marijuana (THC), Opiates, and Phencyclidine (PCP). e-Screen drug screens are processed at a clinic equipped with e-Screen e-Reader and testing equipment. Results are normally ready within 2 hours unless lab-based secondary/confirmation testing is required.

Ancillary Fees	Price
Account Setup Fee Includes processing of the credit application, verification of business license, required third party onsite location verification and administration of account implementation and system training. Price Per client.	\$150.00 (waived)
my A-Check - Web based Employment Application Invite applicants electronically to fill out an application for you to review and submit as a request for processing. Price per applicant/file.	\$1.00
Adjudication Fee Includes comparing results of an investigation to client business rules to determine if an applicant meets client requirements. Price per file component.	\$1.00
FCRA Letters – Pre-Adverse/Adverse Notifications Includes processing, printing and mailing of pre-adverse or adverse notifications. Price per adverse file.	\$7.50
Report Mail Out Fee Includes A-Check Global providing a copy of final report to applicant. Price per report.	\$5.00
Paper Chain of Custody Forms A bundle of 25 Paper COC forms to be used in place of Electronic COC processes.	\$5.00
Additional Request Research Fee Covers additional research outside of standard processes that are requested by client for criminal records or verification services. Price per research request.	\$20.00
Priority Fees Available for individual reports. Includes moving a file to the front of the job queue and close monitoring throughout the screening process with hourly monitoring. Price per file.	\$15.00
ATS / HRIS integration services Send background screening requests quickly directly from your Applicant Tracking System. Integrations available with all major ATS services. Please call with your integration requirements.	Available