



MEMORANDUM

Council Agenda
Item No. IX. B
11/5/2024

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Background Screening Services Agreement with TruView BSI, LLC (COKC01089) to provide background investigation services for the Human Resources Department and Fire Department, estimated cost \$100,000, November 5, 2024 through November 4, 2025.

Background:

On April 9, 2024 (Item No IX.N.), the City Council approved a Request for Proposals (RFP) for background investigation services for the Human Resources and Fire Department (RFP25303). The RFP was advertised in the Journal Record and posted in the electronic bidding system. Fifty-two potential proposers viewed the RFP with ten proposals submitted.

The RFP evaluation committee reviewed and evaluated the proposals for pricing, qualifications and experience as outlined in the RFP. Interviews and demos were held for the four top ranked proposers. The evaluation committee determined that TruView BSI, LLC best met the evaluation criteria outlined in the RFP.

Staff requests Council approve the Background Screening Services Agreement with TruView BSI, LLC (COKC01089) to provide background investigation services for the Human Resources Department and Fire Department, estimated cost \$100,000, November 5, 2024 through November 4, 2025. The agreement will have four one-year renewal options.

Background Screening Services Agreement:

(COKC01089)

TruView BSI, LLC

Services as proposed.

Estimated Cost:

\$100,000

Source of Funds:

Various funds and accounts

Recommendation: Agreement be approved.