

City of Minneapolis

Request for Committee Action

To: Ways & Means
Date: 6/27/2016
Referral: N/A
From: Finance & Property Services
Lead Staff: Art Thomas, City Security Manager
Presented by: Art Thomas
File Type: Action
Subcategory: Contract/Agreement

Subject:

Contract for criminal background investigation services for contractors

Description:

Authorizing a contract with GoodHire not to exceed \$50,000 per year for criminal background investigation services for contractors requiring temporary access to restricted City facilities or areas in order to perform work.

Previous Actions:

None

Ward/Address:

Not Applicable

Background/Analysis:

The City of Minneapolis requires contractors to successfully complete a criminal background investigation prior to being granted access to restricted facilities or areas in order to perform work. City Security Staff in coordination with Department Liaisons ensure contractors requiring access submit their personal information to the service provider who completes the investigation and provides Security staff with the results for final determination on granting access to restricted facilities.

The Human Resources Department (HR) manages criminal background investigations for full and part time employees and contracts with American Data Bank to provide that service. Security staff currently utilizes HR's contract with American Data Bank to provide these services for contractors. However, due to the unique nature of working with multiple City Departments and Contractors, the service requires customization to meet the needs of all parties involved. The City Security Manager has determined it is beyond the scope and capabilities of American Data Bank to customize their standard process and therefore is no longer a viable option for providing these services.

This contract will not exceed \$50,000 per year and expenses will be paid through the operating budgets of those departments receiving services.

Financial Review:

No additional appropriation required, amount included in current budget.