

Request for Information

Revised 10/10/2022



State of Alaska
Department of Public Safety
Division of Administrative Service

Date Issued: March 31, 2023

BACKGROUND INVESTIGATION COMPANY

Introduction:

The Department of Public Safety (DPS) is seeking potential vendors to provide initial background investigation services into potential new recruits.

Background Information:

DPS has an extensive hiring practice for its commissioned staff, including background checks prior to recruits being hired. Background checks for potential recruits are currently managed by DPS personnel. DPS is seeking information from potential vendors to provide about services offered that include the following:

- Review of the applicant's application and personal history questionnaire
- Interview with applicant
- Determine inappropriate behavior past and present
- Fingerprinting and firearms assessment
- Driving record evaluation
- Law enforcement contacts or incidents review
- Financial checks
- Education checks
- Social media review
- Citizenship and age verification
- Military service history review
- Marriage history
- Employment history
- Relative and reference checks
- Neighborhood check medical and psych assessment
- Polygraph assessment
- National decertification check
- Provide final report listing the applicants' strengths and weaknesses.

The number of background investigation done by DPS personnel varies year to year, but DPS completes averages approximately 500 similar recruit background investigations per year.

Response Information:

Interested parties are invited to submit responses to the following:

- Identify the individual or firm name (including the business website address if applicable) with a contact person and their phone number and email address.
- Provide a detailed description of your company's capability and experience providing the initial background investigation as outlined above, including general turnaround times for an investigation to be completed.

Responses to this RFI are for informational purposes only. Do not include cost estimates as they will not be considered in a response. **Proprietary information, if any, should be minimized and MUST BE CLEARLY MARKED. Information not marked as proprietary may become public.**

This RFI does not extend any rights to prospective vendors or obligate the state to conduct a solicitation or purchase any goods or services. Nor will the state be financially responsible for any cost associated with the preparation of any response for the requested information. This RFI is issued for the sole purpose of obtaining information as described in this notice. However, the information obtained for this request may be used to prepare a purchase, contract, or solicitation in the future.

Procurement Officer contact information:

Interested parties must submit a written response by April 10th at 4:30 p.m. AKST. Responses may be sent by E-mail to the addresses listed below.

All questions must be directed to the person listed below writing via email.

Attention: Jason Monkelien – Procurement Specialist II

Phone: (907) 269-5582

Email: jason.monkelien@alaska.gov