Employment Verification and Background Check Services

Executive Summary

Lead Agency: City of Tucson, AZ

RFP#: 250053

RFP Posting Date: December 19th, 2024

Number of Responses: 5

Response Due Date: January 28th, 2025

Procurement Agent: Casey Adams

Awarded to: ONLINE Information Services, Inc.

Project Description:

The City of Tucson, acting as lead agency for Axia Cooperative, issued RFP # 250053 on December 19th, 2024, to seek proposals from qualified firms and establish a comprehensive national cooperative contract for Employment Verification and Background Check Services.

The solicitation included cooperative purchasing language in the Background and Special Terms and Conditions:

> B.2. Background
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> Axia Cooperative
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> Axia Coop LLC ("Axia Cooperative" or "Axia") is a national public sector cooperative purchasing organization. Axia works with respected leaders from the public procurement community to offer a growing portfolio of master agreements that leverage national volume to deliver savings, efficiency, and innovation for non-federal public sector agencies. Each agreement is publicly solicited by a lead agency utilizing the strictest of procurement standards. The resulting awards address the dynamic needs of today's evolving market while providing both value and cutting-edge solutions. For more information about the contracting process, please visit axiacoop.org/contracting-process.
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> The City of Tucson has entered into an agreement with Axia Cooperative to facilitate the Request For Proposals (RFP) and act as the primary contracting authority for the term of the resulting contract(s). Resulting contract(s) is/are made available to other public agencies nationally for "piggybacking" through the Axia Cooperative purchasing program and authorized by various joint powers authority statutes, rules and regulations within each state and local jurisdiction.
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> H.2 Cooperative Purchasing (Special Terms and Conditions)
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> Any Contract resulting from this solicitation shall be for the use of the City of Tucson. In addition, public and nonprofit agencies that have registered with Axia Cooperative or entered into a Cooperative Purchasing Agreement with the City of Tucson's Department of Procurement are eligible to participate in any subsequent Contract. See http://www.tucsonprocurement.com/coop_partners.aspx and click on Cooperatives for a list of the public and nonprofit agencies that have currently entered into Cooperative

Purchasing Agreements with the City of Tucson. Additionally, this contract is eligible for use by the Strategic Alliance for Volume Expenditures (SAVE) cooperative. See http://www.mesaaz.gov/home/showdocument?id=23638 for a listing of participating agencies. The parties agree that these lists are subject to change. Any orders placed to, or services required from, the successful Contractor(s) will be requested by each participating agency. Payment for purchases made under this agreement will be the sole responsibility of each participating agency. The Contractor may negotiate additional expenses incurred as a result of participating agencies' usage of this contract (i.e., freight charges, travel related expenses, etc.). The City shall not be responsible for any disputes arising out of transactions made by others. The Contractor(s) will provide an electronic copy of the complete Contract to the City of Tucson Department of Procurement upon receipt of the Notice of Intent to Award. At the City's request, the successful Contractor(s) may also be requested to provide an electronic copy of the complete Contract to a participating agency.

Notice of the solicitation was publicly posted on the City of Tucson's website and emailed to all registered vendors who have indicated that email is their preferred delivery method. The solicitation was also advertised in the following:

- Axia Cooperative website & social media
- USA Today, nationwide
- Arizona Business Gazette, AZ
- Albany Times Union
- New Jersey Herald
- Desert Sun, Palm Springs, CA
- Daily Journal of Commerce, OR
- Deseret News, UT
- Seattle Daily Journal of Commerce, WA

Proposals were received from the following:

- MRI Software, LLC
- Experian Information Solutions, Inc.
- RNN Group Corporation
- CreateIT LLC dba 2020 Background Screening
- ONLINE Information Services, Inc.

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to enter negotiations with **ONLINE Information Services, Inc.** and proceed to contract award upon successful completion of negotiations.

The City of Tucson, Axia Cooperative and **ONLINE Information Services, Inc.** successfully negotiated a contract, which was executed with a contract effective date of November 7, 2025.

Term:

The term of the Contract shall commence upon award and shall remain in effect for a period of one (1) year, unless terminated, canceled, or extended as otherwise provided. The City of Tucson shall have the right, at its sole option, to renew the Contract for four (4) additional one-year periods or portions thereof.

ONLINE Information Services, Inc. pricing is located at https://www.axiacoop.org/contracts/

Axia Cooperative Landing Pages: https://www.axiacoop.org