

City Wide / General Services

Citywide Onboarding Services

The City employs 7,500 + diverse employees in more than twenty-one (21) Departments. The City is seeking Companies who provide various Onboarding Services for its workforce. These services shall include, but not limited to:

- Background Investigations, including Motor Vehicle Report;
- Drug and Alcohol Testing;
- Pre-Employment Physicals; and
- Polygraph Examinations.

This RFP consolidates several separate solicitations into one, so the City shall award to multiple Companies to meet their Onboarding needs. Companies can submit a proposal for multiple Services or a single Service. Proposals should address how the Company would meet the requirements listed below. All City Departments may utilize the Services.

Details

Posting Number	2021-Q3(Jul-Sep)-CTW-1218
Anticipated Posting Date	2021-08-17
Commodity Code(s):	91803, 94846, 94847, 94855, 94873, 94874, 95205, 96130, 96148, 99070, 99253

Requirements

Last Updated: 09/13/21

Insurance Requirements

The City requires the awarded vendor(s) to obtain and maintain the following insurance coverage types:

- ☒ Automobile-For automobile operations liability
- ☒ Errors & Omissions / Professional Liability-For negligence or failure to perform in a professional capacity
- ☒ General Liability-For bodily injury or property damage, arising from products, premises, completed work, personal & advertising injury
- ☒ Workers Compensation-For lost wages and medical expenses of injured workers

Subcontracting Opportunities

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The City intends to negotiate utilization of MWSBE(s) depending on the Services awarded.

Estimated Total Value

The total project value is anticipated to be:

- ☒ \$500,000 - 999,999

Contract Term

The term of the project is anticipated to be:

- ☒ Multi-Year