

**RFP 23MISC5**  
**CRIMINAL BACKGROUND CHECKS AND FINGERPRINTING SERVICES**

**FACT SHEET**

A. **Overview:** This recommendation is to establish a contract with a qualified firm to provide criminal background checks and fingerprinting services. Proposals were opened on March 3, 2023.

1. **Bid Participation:**

25 proposals downloaded  
3 companies submitted a proposal

2. **Proposals were received from:**

**All American Protective Services, LLC dba: American Identity Solutions (Rockville, MD)**  
Bithgroup Technologies, Inc. (Baltimore, MD)  
Securecheck360, LLC (San Diego, CA)

3. **Other Facts:**

- The contract shall be effective from date of award through May 31, 2026, with three two-year renewal options available.
- A committee of Frederick County Public Schools staff independently reviewed and evaluated each proposal. Purchasing opened the cost proposals, but did not share the results with the evaluation committee, until technical proposals were scored and meeting with evaluation committee was conducted to make recommendation to the Board.
- Approximately \$87,477 was spent in FY22 and \$131,051 has been spent to date in FY23.
- The contract will be administered by Tim Thornburg, Senior Manager, Employee Relations/Contract Management, Human Resources Department.

4. **Source of funding:** FY23 Approved Operating Budget and contingent upon Board approval of FY24, FY25, and FY26 Operating Budgets.

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B. **Recommendation:** Staff recommends that RFP 23MISC5, Criminal Background Checks and Fingerprinting Services be awarded to American Identity Solutions, per the attached bid tabulation.

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C. **Action taken by the Board (Purchasing use only):**

RM/kl	Approved	_____	Denied	_____	Deferred	_____	Other	_____	RM/kl
05.10.23	Date	_____	Date	_____	Date	_____	Date	_____	BOE Mtg.: 05.10.23

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**Scoring Summary**

Vendor	Technical Score (70 Points Maximum)	Cost Score (30 Points Maximum)	Total Score
<b>All American Protective Services, LLC dba: American Identity Solutions</b>	<b>68</b>	<b>30</b>	<b>98</b>
Bithgroup Technologies	58	23.7	81.7
Securecheck360, LLC	35.6	17.7	53.3

**Scoring Criteria**

- Business Structure
- Experience and Qualifications
- Licensing and Insurance
- Financial and Legal
- References
- Cost Proposal

**Bid Tabulation**

Vendor	Cost CJIS Background Check and Fingerprinting Services
<b>All American Protective Services, LLC dba: American Identity Solutions</b>	<b>\$51.25</b>
Bithgroup Technologies	\$65.00
Securecheck360, LLC	\$90.00