

**35823**

**ADOPTED – BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508**

**APRIL 2, 2026**

**BOARD OF TRUSTEES OF COMMUNITY COLLEGES DISTRICT NO. 508  
COUNTY OF COOK AND STATE OF ILLINOIS**

**DRUG & BACKGROUND TESTING SERVICES  
DISA GLOBAL SOLUTIONS INC.**

**CITY COLLEGES OF CHICAGO DISTRICTWIDE: DISTRICT OFFICE ACADEMIC & STUDENT AFFAIRS –  
EARLY COLLEGE & ADULT EDUCATION, KENNEDY-KING COLLEGE, MALCOLM X COLLEGE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair, upon final approval of the General Counsel of the legal form of such agreement, to exercise an agreement with DISA Global Solutions Inc., for drug & background screening to the begin no sooner than August 1, 2026 and continue through July 30, 2029 or 3 years after the execution of the contract, at a total cost not to exceed \$135,000.00 for the term of the agreement.

**VENDOR:** DISA Global Solutions Inc.  
1844 Sir Tyler Drive, Suite 200  
Wilmington, North Carolina 28405

**USER:** City Colleges of Chicago Districtwide – Early College, Adult Education, School of Nursing, Highway Construction Careers Training Program

**TERM:** The term of the agreement will commence August 1, 2026, and will continue through July 30, 2029, or 3 years after the execution of the contract, with 2-1-year options to renew.

**SCOPE OF SERVICES:**

DISA Global Solutions Inc., (formerly known as Castle Branch, Inc.) provides City Colleges of Chicago (CCC) to utilize this vendor for drug screening and physical testing in compliance with the State of Illinois Nursing License requirements. This contract will support all students who are enrolled in medical health science at City Colleges of Chicago that require drug and background screening at CCC. DISA provides clinical drug screening in the form of 10 and 12 panels that test the following substances: 10 panel drug screen- Amphetamines, Barbiturate, Benzodiazepines, Cocaine, Creatinine, Cannabinoids, Methadone, Methaqualone, Opiates, Phencyclidine, Propoxyphene, PH and 12 panel drug screen- Amphetamine, Cocaine, Marijuana, Phencyclidine, Methamphetamine, Barbiturates, Benzodiazepines, Buprenorphine, Methadone, Oxycodone, Morphine, and Ecstasy.

Services will also include:

- **Illinois Fingerprint (UCIA)-** A fingerprint based criminal history search conducted through the Illinois State Police Bureau of Identification. The search is being conducted under the permissible purpose of UCIA Applicant. Provides criminal history information supported by fingerprints matching the applicant contained in the Illinois State Police criminal history database.

- **Illinois Child Abuse Clearance**- A search of the Illinois Department of Children and Family Services C.A.N.T.S (Child Abuse and Neglect Tracking System) to determine whether they have been a perpetrator of an indicated incident of child abuse and/or neglect or involved in a pending investigation.
- **National Record Indicator with Sex Offender Index**- the National Record Indicator is a database compiled of criminal records for 44 states and the District of Columbia. Information reported from the database can vary significantly from state to state. The National Record Indicator also includes State Sex Offender Registries from all 50 US states. As per FCRA Guidelines, any records that show on the NRI will be confirmed on the county level. There will be no additional charge for the county's confirmation. For more detailed information concerning the availability of records from each state within the National Record Indicator, please contact your Account Representative. Please note that criminal records from all states are not available on the Nationwide Record Indicator (for example: North Carolina Criminal records are no longer provided due to state legislation).
- **Future Focus**- This survey solution is designed to track demographic data pre- and post-graduation. School administrators have access to reporting capabilities to pull the data needed for accreditation. Students are typically surveyed annually for up to 3 years after graduation.
- **Compliance Tracker**- Compliance Tracker helps to effortlessly collect, review and share documents online. This product eliminates the management of paper documents, giving you a clean and organized online environment to manage student records. Requirements can include immunization and health records, CPR certification, proof of insurance, student handbook disclosures, etc. Staff at DISA will review these requirements based on your set criteria and work directly with the student to complete them.
- **HIPPA/OSHA Certifications**- Easily track and obtain certifications via an online learning center.
- **Nationwide Healthcare Fraud & Abuse**- The Nationwide Healthcare Fraud & Abuse search conducts a search of the sanction information as taken by the Office of Inspector General (OIG), the General Services Administration (GSA) and other federal agencies including Office of Research Integrity (ORI), Office of Regulatory Affairs (ORA), Office of Foreign Asset Control (OFAC) and FDA Debarment Check. The information meets the governments for sanction screening as set forth in the OIG's Compliance Program Guidance. Additionally, this search reveals disciplinary actions taken by federal agencies as well as those taken by licensing and certification agencies in all 50 states.
- **County Criminal Search – Flat Rate**- County criminal records are the building block of a thorough background investigation as they are the most accurate and up-to-date records on file. A county criminal record search reveals whether an applicant has criminal records within a particular county. County criminal records include both misdemeanor and felony convictions, as well as pending charges. The residency history report provides the information needed to search all counties of residence within the past 7 years for criminal records. There will be no additional county charges for a flat rate package.
- **Residence History**- A residency history provides a detailed account of an applicant's prior addresses and establishes a road map of where to search for an applicant's criminal history.
- **Social Security Alert**- A social security alert reports any names that are associated with a particular social security numbers.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

City Colleges of Chicago utilize DISA Global Solutions because the requirements for Drug Screen for the clinical sites (10 panel and 12 panel Drug Screen) includes ten and twelve panel testing as required for students to follow the nursing department's healthcare curriculum. This vendor is unique to our institution because results are reported within 48-75 hours after testing, allowing the BNA team to properly coordinate the result to actively enroll students in the nursing programs.

St. Joseph now requires a 12 panel Drug Screen. Students are required to complete a screen each semester. Stroger and Jackson Park Hospital require a 10 panel Drug Screen to place in each 8 weeks for the 2nd year students. The drug Screen must be completed 30 days prior to the start of the rotation. City Colleges of Chicago utilizes DISA Global Solutions because the results are reported on the student account; this allows the BNA coordination team to see the results within 48-72 hours after testing. Negative results are also reported for follow up as well. Lab Corp is the vendor being utilized by DISA Global Solutions. The BNA clinical coordination team must be able to access the results so that they can complete the student's compliance in a timely manner at this time, ensuring the BNA faculty does not have to wait on test results on behalf of the BNA clinical coordination team).

**VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement staff and publicly advertised on November 18, 2025, as RFP #SN2504. A preproposal conference was held on November 21, 2025. On January 5, 2026, two (2) companies submitted proposal responses: 1) Disa Global Solutions Inc. (formerly known as Castle Branch, Inc.); 2) Accurate C&S Services Inc.; Both proposals were reviewed, evaluated, and ranked by the evaluation committee, which included staff from Early College, Adult Education, and college representatives. The members independently reviewed and rated the two (2) responses based upon the following criteria outlined in the RFP:

All proposals were reviewed, evaluated, and ranked by a selection committee.

The evaluation criteria included:

1. Past experience with higher education institutions or comparable organizations
2. Functional and technical requirements as outlined in the scope of services
3. Qualifications of firm and assigned project team members
4. Implementation Plan
5. Reasonableness of overall price
6. MBE/WBE compliance plan

Based on the evaluation of scoring of the written proposal, oral presentation and system demonstration, the committee determined that DISA Global Solutions, Inc., be recommended to provide drug & background screening services. Accurate C&S Services Inc. was unable to attend orals and was disqualified.

**MBE/WBE COMPLIANCE:**

The Office of Procurement Services has reviewed the proposed compliance plan and recommends a full waiver of the Board Approved MBE/WBE Contract Participation Plan due to the nature of the agreement (background screening services) and the absence of subcontracting opportunities.

**GENERAL CONDITIONS:**

Inspector General – It shall be the duty of each party to the agreement to cooperate with the Inspector

General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General's authority under Article II, Section 2.7.4(b) of the Board Bylaws.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board's Ethics Policy adopted January 7, 1993, and as amended by the Board.

Contingent Liability – Pursuant to Section 7-14 of the Illinois Public Community College Act, all agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year.

**FINANCIAL**

**Total:** \$135,000

**Charge to:** Academic and Student Affairs; Kennedy-King College; Malcolm X College

**Source of Funds:** Education and Restricted Funds

**Budget Lines:**

- 539000-21000-0017006-20000-306842600
- 530000-00003-0000119-44000
- 530000-21000-1000450-30000-105502610
- 530000-00003-1021450-10000
- 530000-00003-3221500-10000

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**April 2, 2026 – Early College & Adult Education/Kennedy King and Malcolm X Colleges**