

**35886**  
**ADOPTED – BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**JUNE 4, 2026**

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

**EMPLOYMENT SCREENING SERVICES**  
**STERLING INFOSYSTEM, INC.**  
**OFFICE OF HUMAN RESOURCES & STAFF DEVELOPMENT**  
**DISTRICT WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair, upon final approval of the General Counsel as to the legal form of such agreement, to authorize the execution of an agreement with Sterling Infosystems, Inc. to provide employment screening services for the period from January 2, 2027 through December 31, 2029, at a total cost not to exceed \$720,000.

**VENDOR:** Sterling Infosystem, Inc.  
1 Concourse Parkway NE, Suite 200  
Atlanta, GA 30328

**USERS:** District Wide

**TERMS:**

The term of this agreement shall commence January 2, 2027, and end on December 31, 2029, with an option to extend for an additional two (2) years.

**USERS:** District Wide

**SCOPE OF SERVICES:**

Sterling Infosystems, Inc. will provide pre-employment and post-employment investigative services for potential new employees, volunteers, contact employees, student workers and internal promotions at City Colleges of Chicago. Services include but are not limited to:

- Social Security number verification and track check
- Multiple county and state criminal background investigations
- Employment verification
- Education verification
- Registered sex-offender investigation
- Other names known by search
- Non-NIDA 5 and 9 panel pre and post-employment drug screening
- Medical review of positive drug screenings by a Medical Review Officer
- Post-employment Breath Alcohol testing

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

Utilizing Sterling Infosystems, Inc. services will enable the District Office of Human Resources and

Staff Development to provide background and drug screenings to prospective employees, volunteers, select student workers and internal promotions for City Colleges of Chicago ensuring a safe learning environment helping to support student success.

**VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement staff and Request for Proposals MWJ2603 was advertised, released in EUNA/Bonfire and sent to seven (7) companies on April 17, 2026. Five (5) companies submitted proposals on March 30, 2026: 1) Applicant Insight, Inc. dba aINSiGHT, 2) DISA Global Solutions, Inc.; 3) Sterling Infosystems, Inc. (subsidiary of First Advantage Corp.); 4) Kentech Consulting, Inc.; and 5) Truescreen, Inc.

The proposals were reviewed, evaluated, and ranked by staff which included the Office of Human Resources, Truman College, and the Office of Information Technology. The proposals were evaluated based on the following criteria, as outlined in the RFP:

1. Ability to achieve the objectives and scope of services described in this RFP, including ability to meet any special requirements listed in the interrogatory spreadsheets/forms
2. Proposed Team Structure
3. Qualifications of Proposer
4. Reasonableness of overall price
5. MBE/WBE compliance

The committee invited the three (3) highest ranked qualified proposers: Sterling Infosystems, Inc., Kentech Consulting and Truescreen, for oral presentations and demonstrations of their systems. Based on the overall total combined highest scores received for the written proposals and the oral presentations, the committee recommend Sterling Infosystems, Inc. to provide employment screening services to the District.

**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 (employee 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 2, 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: \$720,000**

**Charge to: Office of Human Resources and Staff Development**

**Source of Funds: Education Fund**

**Budget Line: 530000-00003-0025001-80000**

**Respectfully submitted,**

**Juan Salgado,  
Chancellor**

**JUNE 4, 2026 – Office of Human Resources & Staff Development**