

Office of the Illinois State Treasurer
Michael W. Frerichs

Invitation for Bid
Background Check Services
370-400-26-012

Addendum 1
August 26, 2025

Below are the questions received by the Office of the Illinois State Treasurer (“Treasurer”) and the Treasurer’s responses. But for the removal of identifying information, the questions listed herein are intended to be accurate representations of the questions received; as such, any errors in usage or spelling have not been corrected. Any capitalized terms that are not defined herein have the meaning set forth in the Invitation for Bid Background Check Services 370-400-26-012 (“IFB”) published by the Treasurer on August 14, 2025.

1. What is the start date of the contract?

While the licensing requirement in Public Act 104-0116 takes effect January 1, 2026, the Treasurer may seek to begin any resulting Agreement in advance of that date in order to ensure the Services are available and indeed fully implemented by the Public Act’s effective date.

2. What type of Criminal Record search is required in the SOW for background check services:

- a. commercial database name-based criminal background check?
- b. a State of Illinois UCIA name based check through Illinois State Police-Bureau of Investigation?
- c. a State of Illinois UCIA fingerprint-based background check through the Illinois State Police-Bureau of Investigation (commonly used by state agencies)?
- d. an Illinois State Police - Bureau of Investigation processed State and FBI fingerprint-based background check?

Please provide pricing for all checks available and for which the Act meets relevant (e.g. FBI) requirements.

3. If both ISP and FBI fingerprint-based criminal history records are needed (d. above), current legislative revision described in 75 ILCS 1026/15-1301 (C) (3), does not meet the FBI requirements for access to State and FBI fingerprint-based criminal history records.

Please see the response to Question #2 above. While the Treasurer will require a fingerprint-based check as stated above, the Treasurer is at this point comfortable with only those checks that comply with State and federal laws and requirements.

4. What is the anticipated annual volume?

Given this is a new requirement, that volume is unknown.

5. In the scope of services in number 1, the request for a secure link to request any background checks. Does the Treasurer have the mechanism in place for the background check work orders?

Not at this point, though the Treasurer is happy to work with any Contractor in order to ensure such a link.

6. Will adjudication services be needed?

No.

7. If the criminal history response it returned from the Illinois State Police, is that sufficient certification of authenticity of the criminal history background check?

Yes.