

RESOLUTION 2017-104

ADOPT A RESOLUTION AUTHORIZING AND AGREEMENT WITH HIRERIGHT, LLC TO PROVIDE BACKGROUND CHECK SERVICES TO THE SAN DIEGO UNIFIED PORT DISTRICT AND GRANTING INDEMNITY TO HIRERIGHT, LLC.

WHEREAS, the San Diego Unified Port District (District) is a public corporation created by the Legislature in 1962 pursuant to Harbors and Navigation Code Appendix I (Port Act); and

WHEREAS, the Board of Port Commissioners (BPC) adopted BPC Policy No. 110 to establish a policy governing the processing and administration of public projects, consulting and service agreements, the purchasing of supplies, materials and equipment, and grants; and

WHEREAS, performing background checks is a best practice in both public sector and private industry; and

WHEREAS, currently the District performs these types of checks on an as-needed basis, but instituting an outside vendor will help to standardize the process and ensure compliance with all applicable federal and state laws, as well as District Personnel Rules and Regulations, Policies and Procedure; and

WHEREAS, the background checks performed will be commensurate with the level of responsibility and authority of the candidate as described in the individual position description; and

WHEREAS, the components may include: social security number verification; criminal check for felonies and misdemeanors; professional references check; education verification report; verification of stated employment history; or motor vehicle report (MVR); and

WHEREAS, depending on the position, components may be added to the basic check such as financial or safety sensitive information; and

WHEREAS, staff developed criteria for selecting a vendor based on industry best standards and the best fit for the District; and

WHEREAS, it was determined that due to the low cost of implementing this type of vendor, the agreement would be within the signature authority level for the Director, Human Resources, and did not require a formal RFP process; and

WHEREAS, after an extensive vetting process, staff selected HireRight; and

WHEREAS, the indemnity required by HireRight, is appropriate for the scope of work contained in the agreement.

NOW, THEREFORE, BE IT RESOLVED by the Board of Port Commissioners (BPC) of the San Diego Unified Port District, as follows:

The Executive Director or her designated representative is hereby authorized and directed on behalf of the San Diego Unified Port District to enter into an Agreement with HireRight, LLC to provide background check services to the San Diego Unified Port District and granting indemnity to HireRight, LLC.

APPROVED AS TO FORM AND LEGALITY:



Deputy

GENERAL COUNSEL

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 11th day of July 2017, by the following vote:

AYES: Bonelli, Castellanos, Malcolm, Merrifield, Moore, Valderrama, and Zucchet

NAYS: None.

EXCUSED: None.

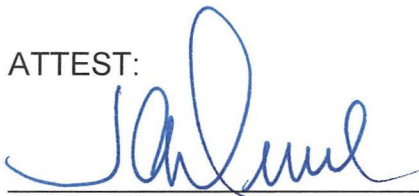
ABSENT: None.

ABSTAIN: None.



Robert Valderrama, Chair
Board of Port Commissioners

ATTEST:



Timothy A. Deuel
District Clerk

(Seal)