UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Federal Investigative Services

Federal Investigations Notice

Notice No. 12-07 **Date: September 14, 2012**

Subject: Investigations Reimbursable Billing Rates for Fiscal Year (FY) 2013

The Office of Personnel Management's Federal Investigative Services (OPM-FIS) is pleased to announce we are not increasing rates for investigative services in Fiscal Year (FY) 2013. The attached billing rates for reimbursable background investigative services and discontinued billing rates are effective beginning October 1, 2012.

In response to feedback from our Background Investigations Stakeholders Group, we have streamlined the billing process for investigations submitted as Phased Periodic Reinvestigations (PPR), Case Type 19, that convert to a Single Scope Background Investigation Periodic Reinvestigation (SSBI-PR), Case Type 18, after the case was scheduled and before closing. These conversions will continue to display on the agency invoice as an "AQ" billing event; however, the associated conversion fee will be the price difference between a PPR and SSBI-PR, commensurate with the requesting service type (priority handling or standard service), with no other associated fees.

If you need additional information or assistance, contact your Agency Liaison at 724-794-5612.

Merton W. Miller
Associate Director
Federal Investigative Services

Inquiries:	OPM-FIS, Agency Liaison, 724-794-5612
Code:	736, Investigations
Distribution:	SOIs/SONs
Notice Expires:	September 30, 2013, unless superseded
Attachment:	OPM Investigations Billing Rates – FY 2013

OPM INVESTIGATIONS BILLING RATES - FY 2013

Note: Base case prices account for agency-conducted Federal Bureau of Investigation (FBI) fingerprint and name searches and for reinvestigations where the previous investigation contained the fingerprint classification. For investigations where an agreement exists with OPM to provide expanded file screening, a surcharge of $6 will be applied.

NAC/NACI/CNACI Investigations

NAC/NACI/CNACI INVESTIGATIONS	Position Designation	Case Type/ Service Code	Price
Use Standard Form (SF) 85 *Questionnaire for Non-Sensitive Positions* to request these investigations. Note: The NAC may be requested on the SF 86 and SF 85P if it is submitted by an OPM-authorized delegated agency in support of a higher level background investigation.			
NAC *National Agency Check*	**Varies**	**06A**	**$105**
NACI *National Agency Check and Inquiries*	**Non-Sensitive, Low Risk, & Credentialing**	**02B**	**$125**
CNACI *Child Care National Agency Check and Inquiries* The CNACI is case type "02" with an extra coverage code "8" on the SF 85. The base price for the CNACI is $125, plus $5 processing fee for each State Criminal History Repository (SCHR) search conducted and the additional user fee charged by each state, if any.	**Non-Sensitive, Low Risk Child Care**	**02B**	**$125+**

Additional Coverage Available: Additional coverage on these products may be requested by indicating the requirement in the "Extra Coverage" block of the "Agency Use" portion of the Standard Form. When the coverage element(s) include additional user fees and/or contractor costs, any additional cost listed below will be added to the base case price.

Coverage Not Included in the Basic Investigations Listed Above Unless Indicated	Extra Coverage Code	Price
Credit Search: A search of all three major credit bureaus concerning financial responsibility.	**2**	**$10**
Bureau of Vital Statistics (BVS): Verification of birth record information at listed State of Birth.	**L**	**$21**
Citizenship and Immigration Services Check: NACI and CNACI investigations include verification of the subject's immigration status if not a U.S. citizen. For verification of subject's citizenship status if a naturalized U.S. citizen or for NAC verification of immigration/citizenship status, request Extra Coverage Code H.	**H**	**No Charge**
For NACs requested by an OPM-authorized delegated agency in support of a Single Scope Background Investigation (SSBI) with the appropriate access code:		
Citizenship and Immigration Services Check of Spouse/Cohabitant/Immediate Family Members: To verify the immigration status or citizenship status of foreign-born spouse, cohabitant, or immediate family member(s), request Extra Coverage Code I.	**I** *(letter i)*	**No Charge**
Spouse and/or Cohabitant FBI Name Searches: A search of the fingerprint (FP) name and FBI investigative files will be conducted. These searches are automatically scheduled based on the access level of the case.		**FP Name** *(SFPN)* **$2.25 FBI Investigative Files** *(SFBN)* **$19**

MBI/NACLC/ANACI Investigations

MBI INVESTIGATIONS	Position Designation	Case Type Code	CASE SERVICE CODE	
			Code A	Code C
Use SF 85P *Questionnaire for Public Trust Positions* to request this investigation for a moderate risk public trust position with no national security sensitivity. Use SF 86 *Questionnaires for National Security Positions* only if a moderate risk position is non-critical sensitive and/or requires eligibility for a Confidential or Secret security clearance.				
MBI *Moderate Risk Background Investigation*	Moderate Risk	15	$809	$752

For MBI standard service requests, the local law enforcement coverage is first attempted by written inquiry with record searches conducted at nonresponsive or admitted arrest locations. If you want **all** local law coverage scheduled as expedited record searches conducted by field staff, without attempting coverage by inquiry, you may request Priority Service code "A". *Note* - Service Code A relates to the manner in which the local law coverage is obtained, not the estimated case completion time. Overall timeliness for these investigations is heavily dependent on the responsiveness of national, state, and local record providers.

NACLC/ANACI INVESTIGATIONS	Position Designation	Case Type/ Service Code	Price
Use SF 86 *Questionnaires for National Security Positions* to request these investigations (or reinvestigations) for undesignated (military/contractor) or low risk (civilian) positions that are non-critical sensitive and/or require eligibility for a Confidential or Secret security clearance.			
NACLC *National Agency Check with Law and Credit (SF 86)*	Non-Critical Sensitive (Military/Contractor Initial and Reinvestigation) (Civilian Reinvestigation)	08B	$228
ANACI *Access National Agency Check and Inquiries (SF 86)*	Non-Critical Sensitive (Civilian)	09B	$260
Use SF 85P *Questionnaire for Public Trust Positions* only if requesting a NACLC as a reinvestigation of a moderate risk position with no national security sensitivity.			
NACLC *National Agency Check with Law and Credit (SF 85P)*	Moderate Risk Public Trust Reinvestigation (no sensitivity)	08B	$228

Additional Coverage Available: Additional coverage on the products below may be requested by indicating the requirement in the "Extra Coverage" block of the "Agency Use" portion of the Standard Form. When the coverage element(s) include additional user fees and/or contractor costs, any additional cost listed below will be added to the base case price.

Coverage Not Included in the Basic Investigations Listed Above Unless Indicated	Extra Coverage Code	Price
Bureau of Vital Statistics (BVS): Verification of birth record information at listed State of Birth.	L	$21
Bar Association License Checks: Scheduled to membership state for attorney-type positions. An additional fee is charged per state check.	Q	$10
Citizenship and Immigration Services Check: MBI and ANACI investigations include verification of the subject's immigration status if not a U.S. citizen. For verification of subject's citizenship status if a naturalized U.S. citizen or for NACLC verification of immigration/citizenship status, request Extra Coverage Code H.	H	No Charge
Citizenship and Immigration Services Check of Spouse/Cohabitant/Immediate Family Members: To verify the immigration or citizenship status of a foreign-born spouse, request Extra Coverage Code I. For NACLCs requested by an OPM-authorized delegated agency in support of a delegated agency SSBI with the appropriate access code, request Extra Coverage Code I to verify the immigration or citizenship status of foreign-born cohabitant or immediate family member(s).	I *(letter i)*	No Charge
Spouse and/or Cohabitant FBI Name Searches: For national security NACLC investigations requested by an OPM-authorized delegated agency in support of Single Scope Background Investigations (SSBIs), a search of the fingerprint (FP) name and FBI investigative files will be conducted. These searches are automatically scheduled based on the access level of the case.		FP Name *(SFPN)* $2.25 FBI Investigative Files *(SFBN)* $19
Enhanced Subject Interview (ESI): Additional charges are applied to national security NACLC and ANACI investigations when an ESI is triggered due to issues. (Expansion does not apply to public trust reinvestigation NACLCs.)		$550

Other Background Investigations

INVESTIGATIONS		Position Designation	Case Type Code	CASE SERVICE CODE	
				Priority Handling Code A	Standard Service Code C
Use SF 85P *Questionnaire for Public Trust Positions* to request these investigations:					
PRI	*Periodic Reinvestigation*	**High Risk** *(with no national security sensitivity)*	**11**	**$715**	**$630**
BI	*Background Investigation*		**25**	**$3,780**	**$3,189**
Use SF 86 *Questionnaire for National Security Positions* to request these investigations:					
SSBI-PR	*Periodic Reinvestigation for SSBI*	**Critical Sensitive, Special Sensitive, & High Risk** *(with national security sensitivity)*	**18**	**$2,964**	**$2,711**
PPR*	*Phased Periodic Reinvestigation (Basic case)*		**19**	**$2,261**	**$2,009**
SSBI	*Single Scope Background Investigation*		**30**	**$4,399**	**$4,005**

*Product may convert at scheduling or at any time during the investigation to a full SSBI-PR. In such instances, the case price will be upgraded to the SSBI-PR price.

Additional Coverage Available: Additional coverage on the products below may be requested by indicating the requirement in the "Extra Coverage" block of the "Agency Use" portion of the Standard Form. When the coverage element(s) include additional user fees and/or contractor costs, any additional cost listed below will be added to the base case price.

Coverage Not Included in the Basic Investigations Listed Above Unless Indicated	Extra Coverage Code	Price
Bureau of Vital Statistics (BVS): Verification of birth record information on file at listed State of Birth.	**L**	**No Charge**
Bar Association License Checks: Scheduled to membership state for attorney-type positions. An additional fee is charged per state check.	**Q**	**$10**
Citizenship and Immigration Services Check: SSBI, SSBI-PR, PPR, and BI investigations include verification of the subject's immigration status if not a U.S. Citizen. SSBI investigations include verification of subject's citizenship status if a naturalized U.S. Citizen. Otherwise, for verification of immigration/citizenship status, request Extra Coverage Code H.	**H**	**No Charge**
Official Personnel Folder (OPF): SSBI, SSBI-PR, PPR, and BI investigations include OPF search. For PRI investigations, request using Extra Coverage code "T".	**T**	**No Charge**
Security File: Check of the Federal agency security folder maintained by the SOI. Check automatically scheduled for the BI and SSBI; all other case types must request Extra Coverage code "V".	**V**	**No Charge**
Special Factors: Following is a list of special factors that may be requested for positions requiring attributes that need to be addressed in the personal interview. These include:		
Overseas Attributes	**1**	**No Charge**
Law Enforcement Attributes	**6**	**No Charge**

ADDITIONAL SERVICES AVAILABLE FOR ALL PRODUCTS

Following is a description of additional services and/or coverage you may want to request with any of the products described in this Federal Investigations Notice.

Item	Code	Price
State Criminal History Repository (SCHR): For positions involving child care, there is a base processing fee of $5 for each SCHR search conducted and the additional user fee charged by each state, if any.	**Request Position Code "H" on SF 86 or SF 85-P; Request Extra Coverage Code "8" on SF 85**	**Varies**
Advance Fingerprint Results: To request advanced fingerprint results with an SF 85, 85P, or 86, indicate the letter "R" in the "Codes" block of the "Agency Use" section in either hardcopy submissions or electronic submissions via e-QIP. This code will provide for priority processing of your request and will trigger an Advanced Fingerprint Report to be generated the day after completion of the criminal history check.	**"R" in Codes Block**	**No Charge**
Advance National Agency Check (NAC): To request an Advance NAC, indicate the number "3" in the "Extra Coverage" block of the "Agency Use" section. This will provide you with advance results via an itemized list of the basic NAC item results immediately upon completion of those items. *Note* - No reports are furnished with this Advance Notice.	**"3" in Extra Coverage Block**	**No Charge**

Investigations Discontinued Billing Rates - FY 2013

INVESTIGATIONS DISCONTINUED PRIOR TO COMPLETION
BILLING RATES EFFECTIVE OCTOBER 1, 2010

Discontinued from Scheduled Date — FC – Full Charge

Case Type	Case Type Code	Case Cost	0 - 5 days	6 - 15 days	16 - 30 days	Over 30 days
NAC	**06A**	$105	FC	FC	FC	FC
NACI	**02B**	$125	FC	FC	FC	FC
MBI Priority	**15A**	$809	$443	$516	FC	FC
MBI Standard	**15C**	$752	$215	$323	$378	FC
NACLC	**08B**	$228	$116	$136	$167	FC
ANACI	**09B**	$260	$137	$159	$193	FC
PRI Priority	**11A**	$715	$278	$385	FC	FC
PRI Standard	**11C**	$630	$159	$220	$316	FC
BI Priority	**25A**	$3,780	$378	$1,516	FC	FC
BI Standard	**25C**	$3,189	$309	$804	$1,610	FC
SSBI-PR Priority	**18A**	$2,964	$344	$1,189	FC	FC
SSBI-PR Standard	**18C**	$2,711	$271	$417	$1,361	FC
Phased PR (basic) Priority	**19A**	$2,261	$262	$907	FC	FC
Phased PR (basic) Standard	**19C**	$2,009	$201	$309	$1,009	FC
SSBI Priority	**30A**	$4,399	$440	$1,764	FC	FC
SSBI Standard	**30C**	$4,005	$380	$993	$1,986	FC

If a scheduled investigation is discontinued and subsequently the same level of investigation is reopened by the same agency within four (4) months from the discontinuation date, the rate charged for the reopened investigation will be adjusted by the amount previously charged. OPM has created FIPC Form 553 to request reopens of previously discontinued cases and to request RSIs. The FIPC Form 553 is available on the OPM website at www.opm.gov/investigate. It may be faxed, scanned, and sent through the OPM Secure Portal or mailed to OPM with the case papers. For pending investigations that require a case type/service change, contact OPM-FIS. Do not submit the case papers to initiate a reopen or to change case type/service without prior coordination with OPM-FIS. This may result in two cases running at the same time, and your agency may be billed for both products.