



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Federal Investigative
Services

Federal Investigations Notice

Notice No. 10-08

Date: September 1, 2010

Subject: Aligned Investigations Reimbursable Billing Rates for FY 2011

The attached billing rates for reimbursable investigative services for background investigations and discontinued billing rates from the Office of Personnel Management's Federal Investigative Services (OPM-FIS) are effective beginning October 1, 2010. The adjusted rates reflect enhancements to investigative coverage for most existing products and increases in operating costs. Enhancements to OPM investigative products are part of the larger security and suitability process reform effort. The leaders of the Office of Management and Budget, Office of Personnel Management, Office of the Director for National Intelligence, and Department of Defense developed a strategic plan to incrementally implement the capabilities needed to achieve security and suitability process reform. Among the deliverables is the requirement to "Align OPM investigative levels (existing products) with Reform concepts"¹ by October 2010.

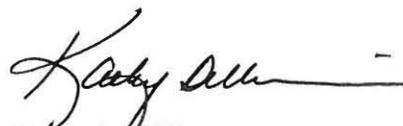
The FY 2011 investigative products have been simplified by eliminating some of our previous investigative products, including the Limited Background Investigation (LBI), the Public Trust Special Background Investigation (PTSBI), and the Periodic Reinvestigation and Residence Coverage (PRIR). This provides standardization with one level of investigative coverage for each level of risk or sensitivity identified. Requests for the LBI, PTSBI and PRIR submitted on or after October 1, 2010, will be converted to the current product approved for the risk level identified: Moderate Risk Background Investigation (MBI), Background Investigation (BI) and Periodic Reinvestigation (PRI), respectively.

The FY 2011 products have been enhanced to incorporate the expandable focused investigation (EFI) concepts and enhanced subject interviews (ESI) for issue resolution of investigations for moderate risk, high risk and critical sensitive positions. When triggered by events defined in the OPM Investigators' Handbook, the ESI will also be included in the Access National Agency Check and Inquiries (ANACI) and National Agency Check with Law and Credit (NACLC) for non-critical sensitive positions. ESI expansion of the ANACI and NACLC will result in an additional charge. It is estimated that approximately 24% of all ANACI and NACLC investigations will trigger expansion.

¹ Security and Suitability Process Reform Strategic Framework, February 16, 2010.

Timeliness evaluations demonstrate that the timeliness for standard coverage of the ANACI and NACLC case types has been compressed to be within one day of priority service. Therefore, the benefit of two levels of service for these case types no longer exists and all requests for ANACI and NACLC investigations will be considered expedited service.

If you need additional information or assistance, contact your Investigations Program Specialist at (724) 794-5612.



Kathy L. Dillaman
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Federal Investigative Services

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Code: 736, Investigations

Distribution: SOI's/SON's

Notice Expires: September 30, 2011, unless superseded

OPM INVESTIGATIONS BILLING RATES - FY 2011

Note: Base case prices account for agency-conducted 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 also be requested on the SF 86 Questionnaire for National Security Positions if it is used in support of a delegated agency-conducted Single Scope Background Investigation (SSBI) with the appropriate access requirement.			
NAC National Agency Check	Pre-determinations	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 search conducted and the additional user fee charged by each state, if any.	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 on file at listed State of Birth.	L	\$21
Citizenship and Immigration Services (CIS) Check: To verify the subject's immigration status if not a U.S. Citizen or citizenship status if a naturalized U.S. Citizen. Coverage is conditionally scheduled on the NACI/CNACI. Coverage is scheduled on the NAC if Extra Coverage Code H is present and conditions are met.	H	No Charge
Citizenship and Immigration Services Check of Spouse/Cohabitant/Immediate Family Members: Foreign-born spouse: Check scheduled for national security NACs used to support delegated agency-conducted SSBI investigations based on the access level of the case. Also scheduled on the NAC if Extra Coverage Code I is present and conditions are met. Cohabitant and/or Immediate Family Members: Check scheduled for national security NACs used to support delegated agency-conducted SSBI investigations based on the access level of the case.	I (letter i)	No Charge
Spouse and/or Cohabitant FBI Name Searches: For NAC investigations used to support delegated agency-conducted 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) \$17

MBI/NACLC/ANACI Investigations

MBI INVESTIGATIONS	Position Designation	Case Type Code	CASE SERVICE CODE	
			Code A	Code C
Use SF 85P <i>Questionnaire for Public Trust Positions</i> to request this investigation if no security clearance is required. Use SF 86 <i>Questionnaire for National Security Positions</i> only if a moderate risk position also requires a Confidential or Secret security clearance.				
MBI <i>Moderate Risk Background Investigation</i>	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 <i>Questionnaire for National Security Positions</i> to request these investigations (or reinvestigations) for positions at the Confidential or Secret level. Use SF 85P <i>Questionnaire for Public Trust Positions</i> only if requesting a NACLC as a reinvestigation of a moderate risk position with no requirement for a security clearance.			
NACLC <i>National Agency Check with Law and Credit</i>	Non-Critical Sensitive (Military/Contractor) & Reinvestigation of Moderate Risk Public Trust	08B	\$228
ANACI <i>Access National Agency Check and Inquiries</i>	Non-Critical Sensitive (Civilian)	09B	\$260

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
Bureau of Vital Statistics (BVS): Verification of birth record information on file at listed State of Birth.	L	\$21
Bar Association License Checks: Scheduled to membership state for attorney-type positions. This check is <i>only</i> available for the NACLC and ANACI case types.	Q	\$10
Citizenship and Immigration Services (CIS) Check: To verify the subject's immigration status if not a U.S. Citizen or citizenship status if a naturalized U.S. Citizen. Coverage is conditionally scheduled on the MBI/ANACI. Coverage is scheduled on the NACLC if Extra Coverage Code H is present and conditions are met.	H	No Charge
Citizenship and Immigration Services Check of Spouse/Cohabitant/Immediate Family Members: Foreign-born spouse: Check scheduled on national security NACLC investigations based on the access level of the case. Also scheduled on MBI/NACLC/ANACI if Extra Coverage Code I is present and conditions are met. Cohabitant and/or Immediate Family Members: Check scheduled for national security NACLC investigations based on the access level of the case.	I (letter i)	No Charge
Spouse and/or Cohabitant FBI Name Searches: For national security NACLC investigations used to support delegated agency-conducted 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) \$17
Enhanced Subject Interview (ESI): Additional charges are applied to non-critical sensitive NACLC and ANACI investigations when an ESI is triggered in accordance with the triggering events identified in the OPM Investigators' Handbook. (Expansion does not apply to public trust NACLCs.)		\$550

Other Background Investigations

BACKGROUND INVESTIGATIONS INVOLVING PERSONAL AND/OR RECORD SOURCES		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	<i>Periodic Reinvestigation</i>	High Risk (with no eligibility/access to National Security Information)	11	\$715	\$630
BI	<i>Background Investigation</i>		25	\$3,780	\$3,189
Use SF 86 Questionnaire for National Security Positions to request these investigations:					
SSBI-PR	<i>Periodic Reinvestigation for SSBI</i>	Critical Sensitive, Special Sensitive, & High Risk (with eligibility/access to National Security information)	18	\$2,964	\$2,711
PPR	<i>Phased Periodic Reinvestigation (Basic case)</i>		19	\$2,261	\$2,009
PPR	<i>Upgraded Phased PR Basic to Full Scope (*Price added to Phased PR Basic)</i>		19	*\$1,434	*\$1,266
SSBI	<i>Single Scope Background Investigation</i>		30	\$4,399	\$4,005

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
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. This check is only available for the SSBI-PR and SSBI case types.	Q	\$10
Citizenship and Immigration Services (CIS) Check: To verify the subject's immigration status if not a U.S. Citizen or citizenship status if a naturalized U.S. Citizen. <i>Note</i> – This search is automatically scheduled for foreign-born subjects as part of an investigation requested for Top Secret or SCI access. Also, if the subject is not a U.S. Citizen and does not indicate birth abroad of a U.S. Citizen, a CIS search will automatically be conducted. It is optional, by agency request, when the subject claims to be a naturalized citizen.	H	No Charge
Citizenship and Immigration Services Check of Spouse/Cohabitant/Immediate Family Members: Foreign-born spouse: Check scheduled on SSBI-PR, PPR, and SSBI investigations based on the access level of the case. Also scheduled on national security investigations if Extra Coverage Code I is present and conditions are met. Cohabitant and/or Immediate Family Members: Check scheduled for national security investigations based on the access level of the case.	I (letter i)	No Charge
Official Personnel Folder (OPF): This search is scheduled automatically for the SSBI-PR and SSBI; it is scheduled automatically for the BI when the location of the OPF is at NPRC; all other case types must indicate the extra coverage code of "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 indicate the extra coverage code of "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
Managerial and Supervisory Attributes	4	No Charge
Public Contact Attributes	5	No Charge
Law Enforcement Attributes	6	No Charge

Investigations Discontinued Billing Rates - FY 2011
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
Phased PR (full) Priority*	19A	\$1,434	\$166	\$575	FC	FC
Phased PR (full) Standard*	19C	\$1,266	\$127	\$182	\$595	FC
SSBI Priority	30A	\$4,399	\$440	\$1,764	FC	FC
SSBI Standard	30C	\$4,005	\$380	\$993	\$1,986	FC

* Price added to Phased PR basic price.

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. To request a reopen of a previously discontinued case, send the discontinued notice or attach a cover letter from your agency asking for a reopen, along with the case papers, and mail the package to OPM-FIS. Similarly, if a pending investigation needs to have a case type/service change, contact OPM-FIS. Simply submitting the case papers to initiate a reopen or to change case type/service may result in two cases running at the same time and your agency may be billed for both products.