



# Mendocino County

## Legislation Text

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**File #:** 20-0353, **Version:** 1

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**To:** Board of Supervisors

**From:** Human Resources

**Meeting Date:** May 19, 2020

**Department Contact:** William Schurtz

**Phone:** 234-6600

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

**Agenda Title:**

Approval of Third Amendment to BOS Agreement No. 16-053 with NEOGOV in the Amount of \$25,351 for Fiscal Year 20/21 for a New Agreement Amount of \$159,635.29, and Extending the Agreement Expiration Date from June 30, 2020 to June 30, 2021, for Continued Subscription to Online Employment Services Software and Licensing of Insight Enterprise Edition and Perform and Position Control Integration to Include Recruitment, Selection, Applicant Tracking, Report and Analysis, Human Resources (HR) Automation Services and Unlimited Customer Service Support, Position Control Integration and Subscription with Governmentjobs.com for Unlimited Job Posting and Advertisement

**Recommended Action/Motion:**

Approve third Amendment to BOS Agreement No. 16-053 with NEOGOV in the amount of \$25,351 for fiscal year 20/21 for a new Agreement amount of \$159,635.29, and extending the Agreement expiration date from June 30, 2020 to June 30, 2021, for continued subscription to online employment services software and licensing of Insight Enterprise Edition and Perform and Position Control Integration to include recruitment, selection, applicant tracking, report and analysis, HR automation services and unlimited customer service support, position control integration and subscription with Governmentjobs.com for unlimited job posting and advertisement, and authorize the Human Resources Director to sign any future amendments that do not exceed a 12% increase over fiscal year 20/21 rates; and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

On May 12, 2016, the Board approved Agreement No. 16-053 with NEOGOV. On May 25, 2018, the Board approved Agreement No. 16-053 A-1.

**Summary of Request:**

A primary duty of the Human Resources department is to recruit, manage, develop and retain a qualified work force. Candidates must go through an application and screening process that verifies they meet minimum qualifications of the position they have applied for. Human Resources is tasked with screening the nearly three thousand applications received annually for open positions.

The software services provided to Human Resources through NEOGOV over the last several years have proven to be advantageous to the recruitment process by increasing work flow and decreasing staff time previously dedicated to manual screening of applicant qualifications. The department is satisfied with the current services and requests to extend the Agreement for an additional year.

**Alternative Action/Motion:**

Return to Human Resources with further direction.

**Supervisory District:** All

**vote requirement:** Majority

**Supplemental Information Available Online At:** N/A

**Fiscal Details:**

**source of funding:** 1320

**current f/y cost:** \$23,915

**annual recurring cost:** \$25,351

**budget clarification:** FY 19/20-\$23,915. FY 20/21-\$25, 351.

**budgeted in current f/y:** Yes

**if no, please describe:**

**revenue agreement:** N/A

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Janelle Rau, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

Executed By: Lindsey Dunham, Deputy Clerk I

Date: May 20, 2020

Final Status:**Approved**

Executed Item: **Agreement** Number: 16-053-A2

**Note to Department** Number of Original Agreements  
Returned to Dept: 1 Original Agreement Delivered to Auditor?  
Yes

