



## Legislation Details (With Text)

**File #:** 24-0953      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 5/13/2024      **In control:** Board of Supervisors

**On agenda:** 6/11/2024      **Final action:** 6/11/2024

**Title:** Human Resources Department recommending the Board:  
 1) Approve continuation of the current perpetual Agreement 886 with GovernmentJobs.com, Inc., doing business as NeoGov, for ongoing maintenance of the countywide applicant tracking license, subscription to GovernmentJobs.com website, background check integration, and performance evaluation tracking module;  
 2) Approve and authorize the Purchasing Agent to execute Amendment VII to continue the Agreement for the period of July 1, 2024 through June 30, 2025, in the amount of \$83,345.26; and  
 3) Approve and authorize the Purchasing Agent sign the NeoGov Order Form for the annual renewal in the amount of \$83,345.26 for the period of July 1, 2024 through June 30, 2025.

FUNDING: General Fund.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - 886 Amd VII Final, 2. B - 886 Amd VII Blue Route Approved, 3. C - 886 FE AMD VI, 4. D - 886 FE AMD V, 5. E - 886 FE AMD IV, 6. F - 886 FE AMD III, 7. G - 886 FE AMD II, 8. H - 886 FE AMD I, 9. I - 886 FE AGMT

| Date      | Ver. | Action By            | Action   | Result |
|-----------|------|----------------------|----------|--------|
| 6/11/2024 | 1    | Board of Supervisors | Approved | Pass   |

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**DISCUSSION / BACKGROUND**

In 2012, El Dorado County contracted with NeoGov for job applicant tracking. Later, in 2018, the contract was amended to include the background check module. The County utilizes NeoGov for countywide applicant tracking, subscription to GovernmentJobs.com website, background check integration, and the performance evaluation tracking module.

This is a perpetual agreement and Board approval is required annually per Procurement Policy C-17, Section 2.4. A summary of estimated costs for FY 2024-25 are as follows:

Background Check Partner Integration: \$2,016.27

|   |                   |
|---|-------------------|
| Governmentjobs.com Subscription:                          | \$4,757.00        |
| Insight Enterprise Software License (Recruitment Module): | \$29,134.99       |
| Performance Evaluation Module:                            | \$43,703.16       |
| <u>Custom Employee Integration:</u>                       | <u>\$3,733.84</u> |
| Total FY 2024-25 Cost:                                    | \$83,345.26       |

### **ALTERNATIVES**

The Board could choose not to authorize the continuation of the perpetual Agreement, however, this would have an impact on the ability to recruit and screen applicants as well as tracking performance evaluations.

### **PRIOR BOARD ACTION**

- 06/26/2018 - Legistar Item 18-0955 - Approval of perpetual agreement for FY 2018-19
- 08/13/2019 - Legistar Item 19-1134 - Approval of perpetual agreement for FY 2019-20 and purchase of performance evaluation tracking module
- 06/23/2020 - Legistar Item 20-0680 - Approval of perpetual agreement FY 2020-21
- 06/08/2021 - Legistar Item 21-0857 - Approval of perpetual agreement FY 2021-22
- 04/19/2022 - Legistar Item 22-0014 - Approval of perpetual agreement FY 2022-23
- 04/18/2023 - Legistar Item 23-0521 - Approval of perpetual agreement FY 2023-24

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Procurement and Contracts, County Counsel, Risk Management

### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

### **FINANCIAL IMPACT**

Amendment VII has an annual estimated increase of \$5,086.80 compared to FY 2023-24. The increased cost is due to a 6% to 7% increase in the cost of the different subscription modules, as set by NeoGov. Overall, the cost of the agreement is increasing by 7% from the prior year and is primarily related to the Perform, Custom Employee Integration, and Background Check Partner Integration Modules. The cost of the renewal is included in the FY 2024-25 Recommended Budget for Human Resources.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

### **STRATEGIC PLAN COMPONENT**

N/A

### **CONTACT**

Joseph Carruesco, Director of Human Resources