

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to proposed Second Amended and Restated Agreement (Contract No. C-113556) with GovernmentJobs.com (NeoGov) for recruitment, selection and applicant tracking.

Recommendations for Council action:

1. APPROVE and AUTHORIZE the General Manager, Personnel Department, to execute the Second Restated and Amended Professional Services Agreement (C-113556) with GovernmentJobs.com, Inc., doing business as NeoGov, for the term of June 5, 2008 through May 31, 2018, to provide online services for recruitment, selection, and applicant tracking in an amount not to exceed \$1,552,750, subject to the review and approval of the City Attorney.
2. INSTRUCT the Personnel Department to ensure that the necessary insurance documentation meeting the limits deemed appropriate by the City Administrative Officer's (CAO) Risk Manager has been submitted through TRACK4LA, prior to executing the Agreement.

Fiscal Impact Statement: The CAO reports that funding this Agreement is budgeted in the Personnel Department Contractual Services Account No. 3040. The Agreement complies with the City's Financial Policies in that the City's financial obligation is limited to funds budgeted for services rendered per the terms of the Agreement

Community Impact Statement: None submitted.

TIME LIMIT FILE - AUGUST 1, 2017

(LAST DAY FOR COUNCIL ACTION - AUGUST 1, 2017)

Summary:

On June 21, 2017, your Committee considered a May 30, 2017 CAO report relative to proposed extension of Second Amended and Restated Agreement (Contract No. C-113556) with NeoGov for recruitment, selection and applicant tracking. According to the CAO, the Personnel Department is requesting authority to enter into a Second Restated and Amended Professional Services Agreement C-113556 (Agreement) with GovernmentJobs.com, Inc., doing business as NeoGov, on a sole source basis, to provide online services for recruitment, selection, and applicant tracking. This Amendment extends the term of the Agreement for an additional two years, effective June 1, 2016 to May 31, 2018, and adds \$130,000 to the Agreement's compensation limit.

The compensation ceiling for the term of the Agreement is \$1,552,750 for complete and satisfactory performance of the terms of the Agreement. The scope of services was expanded to include customization to the Computer Based Testing (CBT) component of the Test Management System (TMS) at a one-time cost of \$50,000 and an annual licensing cost of \$40,000 for use of TMS and CBT. TMS provides for the creation of written tests and the ability to conduct detailed statistical analysis on written test items, groups, sections, and tests. CBT

allows the City to administer multiple choice tests in either a proctored or unproctored online setting.

After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the Second Amended and Restated Agreement with NeoGov. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE



<u>MEMBER</u>	<u>VOTE</u>
KORETZ:	YES
RYU:	YES
HARRIS-DAWSON:	YES

ARL
6/21/07

-NOT OFFICIAL UNTIL COUNCIL ACTS-