

# City of Sacramento

## Legislation Details (With Text)

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**File #:** 2019-01607    **Version:** 1  
**Type:** Consent Item                      **Status:** Agenda Ready  
**File created:** 10/24/2019              **In control:** City Council - 5PM  
**On agenda:** 1/7/2020                      **Final action:** 12/31/2023  
**Title:** Non-Professional Services Agreement with GovernmentJobs.com dba NEOGOV for Online Application Services (Two-Thirds Vote Required)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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**Title:**  
**Non-Professional Services Agreement with GovernmentJobs.com dba NEOGOV for Online Application Services (Two-Thirds Vote Required)**

File ID: 2019-01607

**Location:** Citywide

**Recommendation:**

Pass a Motion: 1) suspending the competitive bidding requirement for a non-professional services agreement in the amount of \$210,000 with GovernmentJobs.com dba NEOGOV to provide citywide online application services; and 2) authorizing the City Manager, or the City Manager's designee, to execute that agreement on the City's behalf.

**Contact:** Cynthia Sprenger, Program Specialist, (916) 808-5730; Sally Ly, Human Resources Manager, (916) 808-8907, Human Resources Department

**Presenter:** None

**Attachments:**

- 1-Description/Analysis
- 2-Non-Professional Services Agreement

**Description/Analysis**

**Issue Detail:** Online application services are essential to the City's recruitment and hiring practices. The city currently processes over 40,000 applications annually through its online application portal. The City needs to establish a new contract for these services to maintain essential business hiring functions.

**Policy Considerations:** Non-professional services contracts exceeding \$100,000 must be approved consistent with Section 3.56.090 of the City Code. When in the best interest of the City, the competitive bidding process for non-professional services agreements may be suspended by a two-thirds vote of the City Council pursuant to Section 3.56.230 of the City Code. The suspension of competitive bidding is in the best interests of the City as this contract will ensure the continuance of essential application processing services while the City determines the viability of utilizing the eCAPS system for that purpose.

**Economic Impacts:** None

**Environmental Considerations:** Online application services is considered administrative activity by a governmental agency and does not constitute a "project" pursuant to Section 15378(b)(2) of the CEQA Guidelines and therefore is exempt from CEQA review.

**Sustainability:** There are no sustainability considerations associated with this report.

**Commission/Committee Action:** None

**Rationale for Recommendation:** The City's current contract for online application services (C2012-0954) with NEOGOV expired 11/20/2019. This new contract with NEOGOV will allow the City to continue essential business services while the City examines the opportunity to integrate these functions into eCAPS, which is anticipated to take three years to complete. This contract provides the opportunity of two one-year extensions beyond the initial three-year term, should additional time be needed to move to eCAPS online application services functionality.

**Financial Considerations:** Funding for the online application services brought under this supplemental agreement will be paid out of the department operating budget.

**Local Business Enterprise (LBE):** N/A