



## Snohomish County Council

**Committee:** Public Infrastructure and Conservation

**Analyst:** Deb Evison Bell

**ECAF:** 2023-0814

**Proposal:** Motion 23-311

**Date:** August 15, 2023

### **Consideration:**

The proposed motion would authorize the County Executive to execute Amendment 6 to the Human Resources Recruitment and Selection Agreement with NeoGov, Inc.

### **Background:**

Snohomish County and GovernmentJobs.com are party to the NeoGov Master Service Agreement, first executed on September 28, 2011 ([Motion 11-377](#)), for online automated recruitment and selection systems for new employees as part of the 2007 performance audit of the Snohomish County hiring process.

The original agreement was first amended in August 2014 ([Motion 14-252](#)), to include national recruitment advertisement and functionality. Amendment No. 2 ([Motion 20-498](#)) was implemented in December 2020 to expand the recruitment and selection functions as well as to include E-Forms to automate certain processes. Amendment No. 3 acquired the Onboard module, the Learn module and the Perform module of the NeoGov Recruitment and Selection Systems in June 2021 with ECAF 2021-0381 as part of an Emergency Declaration to assist with paperless, contactless, streamlined onboarding and offboarding processes. Amendment No. 4 ([Motion 21-294](#)) in September 2021 extended the services in the Master Agreement through September 2024 and allows the County to continue to implement additional functionality and online services. Amendment No. 5 ([22-236](#)) was passed in June 2022, and allowed for co-terming of services to assist with streamlining the annual support and maintenance renewal process.

### **Current Proposal:**

*Scope:* The proposed Amendment No. 6 would allow the Human Resources department to acquire the Learn Bulk SCORM course file integration from NeoGov.

*Duration:* The parties have agreed to add the SCORM course file integration to the County's NeoGov Recruitment System beginning September 28, 2023 through September 27, 2026.

*Fiscal Implications:* Amendment 6, the Bulk SCROM tool adds \$11,500 to the existing NeoGov contract (file integration for \$5,250.00; 2024-2025 annual support for \$3,150.00 and 2025-2025 annual support for \$3,150.00) plus applicable sales tax.

ORIGINAL &	MOTION 11-377	AMOUNT	\$615,965.82
AMENDMENT 1	MOTION 14-252	AMOUNT	N/A
AMENDMENT 2	MOTION 20-498	AMOUNT	N/A
AMENDMENT 3	EXECUTIVE	AMOUNT	\$647,552.96
AMENDMENT 4	MOTION 21-294	AMOUNT	\$101,661.10
AMENDMENT 5	MOTION 22-236	AMOUNT	\$64,768.22
AMENDMENT 6	MOTION 23-311	AMOUNT	\$11,550.00 plus applicable sales tax

**2023 Budget:** Yes, the 2023 Budget includes appropriation authority for the contract.

**Future Budget Impacts:** Funding for ongoing maintenance and support is included in the approved 2023 budget and is requested in the 2024 proposed budget through the IT rate model.

**Handling:** NORMAL

**Approved-as-to-form:** YES

**Risk Management:** APPROVE

**Executive Recommendation:** APPROVE

**Requests:** Move to GLS on August 23, 2023 for consideration.