


City Attorney

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

Introduced by Councilmember _____

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OR DESIGNEE TO 1) ENTER INTO A THREE-YEAR AGREEMENT WITH GOVERNMENTJOBS.COM, INC., DBA NEOGOV(NEOGOV) TO MAINTAIN THE CITY’S TWO EXISTING RECRUITMENT AND TESTING ONLINE PLATFORMS AND TO PROVIDE TWO ADDITIONAL SOFTWARE PLATFORMS TO AUTOMATE EMPLOYEE PERFORMANCE APPRAISALS AND EMPLOYEE TRAINING AND DEVELOPMENT IN A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$588,000 FOR THE PERIOD NOVEMBER 2020 TO NOVEMBER 2023, AND 2) WAIVE COMPETITIVE BIDDING, ADVERTISING AND REQUEST FOR PROPOSALS/QUALIFICATION PROCESS REQUIREMENT.

WHEREAS, the City of Oakland wishes to enter into a 3-year contract agreement with with GovernmentJobs.com, Inc. dba NeoGov (NeoGov) to provide human resources-related software modules for recruitment, employee onboarding, employee training, and performance management; and

WHEREAS, the City of Oakland has utilized NeoGov’s Insight software for recruitment and testing functions since March 15, 2011, when the City Council passed Resolution No. 83273; and

WHEREAS, the Insight module has allowed the City to transition to on-line applications, track vacancies, efficiently evaluate candidates and analyze job market patterns, and has greatly reduced the time needed to fill vacancies with qualified and diverse candidates; and

WHEREAS, the Human Resources Management Department added the Onboard module on October 28, 2019, which enabled new hires to remotely complete required paperwork, read important policies and learn about the City of Oakland, providing a seamless on-boarding experience and by 2021 will integrate with the existing Oracle system to reduce data entry and staff time; and

WHEREAS, the Insight and Onboard modules have allowed the City to efficiently fill vacancies and onboard staff with minimal disruptions during the shelter-in-place; and

WHEREAS, the maintenance of the Insight and Onboard NeoGov modules and the addition of the Perform and Learn modules are critical to the City’s success in attracting and retaining a diverse and qualified workforce to meet the existing and growing needs of the Oakland community; and

WHEREAS, Oakland Municipal Code (“OMC”) section 2.04.042 requires a competitive multi-step proposal solicitation process for purchasing computerized/information technology systems (combined purchase of products and professional services); and

WHEREAS, OMC section 2.04.042 (D) permits the City Council to waive the multi-step

solicitation process upon a finding and determination that it is in the best interests of the City to do so; and

WHEREAS, transitioning to a new software vendor would cause disruption to the existing recruitment and onboarding process in addition to increased expenses and staff time to integrate and train all departments; and

WHEREAS, staff recommends that the City Council find and determine that it is in the City's best interest to waive the competitive solicitation requirements of OMC section 2.04.042 and enter into an agreement with NEOGOV; and

WHEREAS, the Human Resources Management Department has verified that the software implementation of the additional NeoGov products will not result in loss of employment or salary by any person having permanent status in the competitive service; and

WHEREAS, the cost would not exceed Five Hundred Eighty-Eight Thousand Dollars (\$588,000) for the NeoGov Software Platform and technical implementation service for the period November 2020 to November 2023 and ongoing funding for this project will be identified in the FY 2021-2023 Biennial Budget; now, therefore, be it

RESOLVED, That the City Council hereby: 1) authorizes the City Administrator, or designee, to enter into a three-year agreement with Governmentjobs.com, Inc., DBA NEOGOV(NEOGOV) to maintain the city’s two existing recruitment and testing online platforms and to provide two additional software platforms to automate employee performance appraisals and employee training and development in a total contract amount not to exceed \$588,000 for the period November 2020 to November 2023, and 2) waive competitive bidding, advertising and request., 2) finds and determines that pursuant to OMC section 2.04.04 2D that it is in the best interest of the city to waive the multi-step proposal solicitation process for the reasons stated in this resolution and the staff report that accompanies it, and so does hereby waive this requirement; and be it

FURTHER RESOLVED, That the City Attorney shall review and approve the proposed contract agreement as to form and legality and copies of the agreement shall be filed with the Office of the City Clerk; and be it

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - FORTUNATO BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO AND PRESIDENT KAPLAN

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____

ASHA REED
Acting City Clerk and Clerk of the
Council of the City of Oakland,
California