



# Monterey County

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## Board Report

Legistar File Number: 17-0635

June 27, 2017

**Introduced:** 6/12/2017

**Version:** 1

**Current Status:** Agenda Ready

**Matter Type:** General Agenda Item

- a. Approve Renewal and Amendment #1 to Agreement for Specialized Services with Careers in Government (CIG) to continue to provide job posting services and extending the term of the agreement retroactive to May 31, 2016 and extending the agreement through May 31, 2018.
- b. Authorize the Contracts/Purchasing Officer of Contracts/Purchasing Supervisor to execute Renewal and Amendment #1 to the Agreement.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Renewal and Amendment #1 to Agreement for Specialized Services with Careers in Government (CIG) to continue to provide job posting services and extending the term of the agreement retroactive to May 31, 2016 and extending the agreement through May 31, 2018.
- b. Authorize the Contracts/Purchasing Officer of Contracts/Purchasing Supervisor to execute Renewal and Amendment #1 to the Agreement.

### SUMMARY/DISCUSSION:

Careers In Government promotes talent acquisition that benefits both employers and recruiters in the public sector. Every posted vacancy receives maximum exposure in the following places: CIG Job Board which receives more than 500,000 job seekers per month; targeted social media network which reaches 15 million plus user per month (Twitter, FaceBook, Linked In, Google +); and partnership with private sector job boards that reaches an additional 31 million users per month (Beyond.com, Zip Recruiter.com, Glassdoor.com). Membership to CIG includes automatically “pulling” all the job postings that appear on the Human Resources Employment Opportunities website and markets those postings on CIG’s Job Board and social media platforms. This redirects job seekers back to the Human Resources website to follow the application process. Monterey County is not charged for any additional jobs that may be added throughout the year and jobs only expire if they are expired from Monterey County’s Human Resources Employment Opportunities website.

On May 15, 2015, the Contracts/Purchasing Officer signed an Agreement with Careers in Government for \$16,500 to provide job posting services. While the contract limit contemplated a three-year period (at \$5,500 per year), the original contract term was only one year, and the contract was inadvertently not renewed by amendment in May 2016. The Human Resources Department seeks now to correct this error, so that the valuable services provided may be paid

for, and continue.

In addition, approval of the recommended actions will allow the Human Resources Department to process payments for pending invoices per the terms and conditions of the contract.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and Auditor-Controller have reviewed and approved Renewal and Amendment #1 as to form and legality and fiscal provisions respectively.

FINANCING:

There is no impact to the General Fund as a result of this action. Remaining contract amount is \$11,000 and this will cover any costs that will incur for the period listed above.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The proposed recommended action addresses and supports the Board of Supervisors' Administration Strategic Initiative through Human Resources Department's commitment to attracting, recruiting, and retaining a diverse, talented work force that supports the mission of Monterey County.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared and approved by: Irma Ramirez-Bough, Human Resources Director, 5043

Attachments:

- Original Agreement
- Renewal and Amendment #1