



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: A 21-581, **Version:** 1

- a. Approve and authorize the Director of the Department of Social Services to sign Amendment #1 to the agreement with SkillSurvey, Inc., for employment reference checks extending the term to December 31, 2024 and adding \$48,658 for a total contract amount of \$90,969; and
- b. Authorize the Director of the Department of Social Services to sign up to three (3) amendments to this agreement as long as the amendments do not exceed 10% (\$9,096) and do not significantly change the scope of work.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director of the Department of Social Services to sign Amendment #1 to the agreement with SkillSurvey, Inc., for employment reference checks extending the term to December 31, 2024 and adding \$48,658 for a total contract amount of \$90,969; and
- b. Authorize the Director of the Department of Social Services to sign up to three (3) amendments to this agreement as long as the amendments do not exceed 10% (\$9,096) and do not significantly change the scope of work.

SUMMARY/DISCUSSION:

This agreement will provide the Department of Social Services Human Resources Branch with online automated software to conduct high quality employment reference checks in a consistent, timely, and cost-effective manner. The online access expedites the hiring process and provides the hiring manager with a comprehensive candidate report with which to evaluate the candidates being considered.

This agreement is being brought to your Board for approval because the original agreement, previously approved by your Board, contains nonstandard payment, indemnification and liability provisions.

OTHER AGENCY INVOLVEMENT:

The Auditor Controller and Purchasing have reviewed and approved this Agreement. County Counsel has approved the Agreement as to form.

FINANCING:

This agreement is funded with Federal and State revenues and County General Funds. Sufficient appropriations and estimated revenues for Budget Unit 001-5010-SOC005-8262 are included in the FY 2021-22 Adopted Budget. Future year funding will be incorporated into the corresponding budget process.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This agreement correlates to the Administration Strategic Initiative adopted by the Board of Supervisors by allowing the Department to more efficiently and accurately assess the references of potential hires to increase the quality of future staffing.

Mark a check to the related Board of Supervisors Strategic Initiatives

Economic Development
 Administration
 Health & Human Services
 Infrastructure
 Public Safety

Prepared by: Marcie Castro, MA III, x3480

Approved by: Lori A. Medina, Director, x4430

Attachments: Original Agreement
Proposed Amendment #1

Proposed agreement is on file with the Clerk of the Board as an attachment to this Board Report.