



Legislation Details (With Text)

**File #:** ORD-0018-2016      **Version:** 1      **Name:** NeoGov's Perform and Onboarding

**Type:** Ordinance      **Status:** Passed

**File created:** 2/5/2016      **In control:** City Council

**On agenda:** 2/16/2016      **Final action:** 3/7/2016

**Title:** TO AUTHORIZE THE MAYOR TO SIGN AN ADDENDUM TO ADD NEOGOV'S PERFORM AND ON BOARDING MODULES TO THE EXISTING CONTRACT.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Exhibit A NEOGOV Addendum, 2. HR RPT 2 08 2016, 3. HR-RCA- NEOGOV ADDENDUM JB, 4. ORD-18-16 SIGNED

Date	Ver.	Action By	Action	Result
3/7/2016	1	City Council	Adopted	Pass
2/16/2016	1	City Council	Introduced	
2/8/2016	1	Committee of the Whole	Recommended for Introduction, Next Agenda Consent	

TO AUTHORIZE THE MAYOR TO SIGN AN ADDENDUM TO ADD NEOGOV'S PERFORM AND ON BOARDING MODULES TO THE EXISTING CONTRACT.

WHEREAS, NEOGOV provides on-demand human resources software for the public sector entities; and

WHEREAS, the City currently utilizes their product, Insight, for recruiting and hiring processes; and

WHEREAS, the Director of Human Resources requests authorization to sign an addendum to add NEOGOV's Perform and On Boarding modules to our existing contract; and

WHEREAS, Human Resources employees and managers will spend less time on the administrative aspects of these functions, so they may focus time and energy on more value-added tasks while ensuring important tasks related to onboarding and performance management are completed, well-documented and with a smaller margin of error; and

WHEREAS, automated workflows will allow City employees and managers to be notified of their responsibilities and kept on task, independent of reminders from Human Resources; and

WHEREAS, the Perform module will allow managers to track employee performance electronically, which will ease the administrative burden for both managers and human resources staff handling a paper process; and

WHEREAS, the On Boarding module will allow the City to automate and streamline our on boarding process which will free valuable time and resources for Human Resources and department managers; and

WHEREAS, the total cost for the additional two modules in 2016 is \$13,100 which includes the annual licensing fees, implementation, and training; and

WHEREAS, the agreement term is twelve (12) months and the ongoing cost of the two products will be \$7,100.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GAHANNA, COUNTY OF FRANKLIN, STATE OF OHIO:

Section 1. That the Mayor is hereby authorized to sign an addendum to add Perform and On Boarding modules to existing contract with NEOGOV, Inc, 222 N. Sepulveda Blvd., Suite 2000, El Segundo, CA 90245; said Addendum attached as EXHIBIT A, and made a part herein.

Section 2. That funding in the amount of THIRTEEN THOUSAND ONE HUNDRED DOLLARS (\$13,100) is available in the 2016 appropriations from Account No. 101.348.5251, Information Technology Tech Maintenance, to cover the herein costs.

Section 3. That this Ordinance shall be in full force and effect upon passage by this Council and 30 days after date of signature approval by the Mayor.