



## REQUEST FOR BOARD ACTION

ITEM NO. 6e

**DATE OF MEETING:** September 14, 2015

**REQUESTED BY:** Denise Mulhollen, Director, Human Resources  
Erik Harvey, Director, ITS Department

**SHORT TITLE:** Approval of a Purchase Order to NeoGov Annual Support and Maintenance in the amount of \$5,200.00 for the Human Resources Department.

**BACKGROUND:** In 2013, Pender County purchased NeoGov's cloud based Insight Enterprise Software. This system integrates the functions of the Online Job Application & Career Portal, Auto-Scoring and Advanced Screening, Test Statistics, Analysis, and Scheduling, Applicant Tracking, Eligible Lists and Online Referrals, Online Hiring Managers' Portal (MSS), and Reports and Dashboards.

Pender County has immediate access to NeoGov's Support Services to address any issues that may arise with the Insight system during normal business hours from 8:00am to 5:00pm PST, Monday thru Friday. With this support and maintenance package the County has rights to ongoing software updates, and releases.

**SPECIFIC ACTION REQUESTED:** To approve a Purchase Order to NeoGov in the amount of \$5,200.00. This expenditure has been budgeted in the FY 15-16 Budget Ordinance and will be taken from the following line item:

IT Contracted Services: 445-404500