



Cover Memorandum/Staff Report

File #: 25-1072

Agenda Date: 9/15/2025

Item #: 6.J.1.

TO: Mayor and Commissioners
FROM: Duane D'Andrea, Human Resources Director
THROUGH: Terrence R. Moore, ICMA-CM
DATE: September 15, 2025

APPROVAL OF RESOLUTION NO. 190-25 A CITY STANDARD AGREEMENT WITH GOVERNMENTJOBS.COM, INC DBA NEOGOV FOR \$210,068.65 FOR THE ONLINE RECRUITMENT AND PERFORMANCE MANAGEMENT SERVICES FOR THE HUMAN RESOURCES DEPARTMENT.

Recommended Action:

Motion to approve Resolution No. 190-25 to award an agreement with Government jobs.com dba NeoGov for Online Recruitment and Performance Management Services and authorize the City Manager to execute the agreement and all renewal options, in the amounts below, contingent upon appropriation of funds.

Background:

The City of Delray Beach (City) Human Resources Department utilizes Governmentjobs.com, Inc. dba NEOGOV for the online recruitment ("Insight") and Performance Management Module ("Perform") and other functions. Utilizing the Bid Waiver method, Government.jobs.com, Inc. dba NeoGOV will continue to provide a platform with greater functionality that meets the needs of the City. The term of the Agreement will be for one (1) year with four, one-year renewal periods. The Human Resources Department is requesting award of an Agreement.

Should the City exercise the renewal options provided in the contract, the cumulative contract value is provided below

Estimated Agreement Value		
Initial Term (1 year)	October 1, 2025 - September 30, 2026	\$ 42,013.73
Renewal Year 1	October 1, 2025 - September 30, 2026	\$ 42,013.73
Renewal Year 2	October 1, 2025 - September 30, 2026	\$ 42,013.73
Renewal Year 3	October 1, 2025 - September 30, 2026	\$ 42,013.73
Renewal Year 4	October 1, 2025 - September 30, 2026	\$ 42,013.73
TOTAL		\$ 210,068.65

Either party, at its sole discretion, reserves the right to terminate the agreement with or without cause immediately upon providing written notice. Upon receipt of such notice, the contractor shall not incur any additional costs under the agreement. The City shall be liable only for reasonable costs incurred by contractor prior to the date of the notice of termination. The City shall be the sole

judge of “reasonable costs.”

This motion is in accordance with Code of Ordinances, Section 36; and Purchasing Policies and Procedures, Section 25.

City Attorney Review:

Approved as to form and legal sufficiency

Funding Source/Financial Impact:

001-17-000-513-54.11 Books, Pubs Subs & Membership Subscriptions.

Timing of Request:

As the parties continue to negotiate the terms of the agreement, staff requests authorization to allow the City Manager to execute same once all terms and conditions have been agreed upon. Due to the time sensitivities associated with this request, allowing the City Manager to execute the agreement will not result in a lapse in service as the current agreement is scheduled to terminate on September 20, 2025.