

**OFFICE OF THE CITY MANAGER  
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION  
SEPTEMBER 17, 2024 AGENDA**

<p><b>Subject:</b></p> <p>Ordinance to enter into a sole-source contract with governmentjobs.com, Inc. d/b/a NEOGOV for the purchase of the Position Import Software Subscription and related services.</p> <p><b>Submitted By:</b></p> <p>Human Resources Department</p>	<p><b>Action Required:</b></p> <p style="text-align: center;">√ <b>Ordinance</b> Resolution</p>	<p><b>Approved By:</b></p> <p style="text-align: center;">Emily Cox Acting City Manager</p>
<p><b>SYNOPSIS</b></p> <p><b>FISCAL IMPACT</b></p> <p><b>RECOMMENDATION</b></p> <p><b>BACKGROUND</b></p>	<p>To authorize the City Manager to enter into a sole-source contract with governmentjobs.com, Inc. d/b/a NEOGOV for the purchase of the Position Import Software Subscription and related services.</p> <p>The total cost for this service is \$21,640.79, plus applicable taxes and fees over the course of thirty-nine (39) months, with an initial term of 3 months with the option for three (3) one (1)-year extensions by mutual agreement for the City to purchase software licenses and upgrades. The funding will come from existing funds from the Human Resources account 210279-S00B314-63020.</p> <p>Approval of the resolution.</p> <p>The City currently uses NEOGOV for its Human Resources Department and the Department would like to make upgrades to the system. These upgrades include the ability to upload documents to NEOGOV and provide necessary training to employees. This Ordinance will also allow the City to continue to purchase the software subscription for the upcoming years Only Govenmentjobs.com, Inc. d/b/a NEOGOV, which the City</p>	

**BACKGROUND**  
**CONTINUED**

already uses.