



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: 10/02/2023
PREPARED BY: Tracey Vasquez, Director
DEPARTMENT: Human Resources

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on an agreement between the City of Manor and NEOGOV, a Human Resource Informational System (HRIS) for the Human Resources Department.

BACKGROUND/SUMMARY:

As the City of Manor's population grows, so does the need to attract, recruit, and maintain the most qualified individuals for our team. This HRIS, through NEOGOV assists in attracting and recruiting at the next business level for the Human resources department with insight, data tracking, advertising, and onboarding, enabling new hires to become more productive on their first day and throughout their careers.

LEGAL REVIEW: Yes, Irene Montelongo

FISCAL IMPACT: Yes, Budgeted

PRESENTATION: No

ATTACHMENTS: Yes

- NEOGOV Order Agreement
- Carahsoft Quote
- GovConnection Inc. Quote

STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council approve a two-year agreement between the City of Manor and NEOGOV, a Human Resource Informational System (HRIS) for the Human Resources Department and authorize the City Manager to execute the final contract after legal review.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**