



Huntsville, Alabama

305 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 6/26/2025

File ID: TMP-5635

Department: Human Resources

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to enter into an Agreement between the City of Huntsville, Alabama and Governmentjobs.com, Inc. (D/B/A NEOGOV).

Resolution No.

Finance Information:

Account Number: 1000-00-0000-140200-00000000-

City Cost Amount: \$99,267.58

Total Cost: \$99,267.58

Special Circumstances:

Grant Funded: NA

Grant Title - CFDA or granting Agency: NA

Resolution #: NA

Location: (list below)

Address: NA

District: District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☐

Additional Comments: 2-year agreement; 2025 - 2026 total cost \$49,731.80, 2026-2027 total cost \$49,535.78 for a total in the amount of \$99,267.58

RESOLUTION NO. 25-_____

NOW THEREFORE BE IT RESOLVED by the City of Huntsville, Alabama, that the Mayor be, and is hereby authorized to enter into an Agreement between the City of Huntsville and Governmentjobs.com, Inc. (DBA NEOGOV) for the applicant tracking, insight, onboard, and single sign-on software on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreement is substantially in words and figures similar to that certain document attached hereto and identified as “Agreement between the City of Huntsville, Alabama and Governmentjobs.com, Inc. (DBA NEOGOV).” consisting of a total of one (1) page with the date of the June 26, 2025, appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, an executed copy of said document being permanently kept on file in the Office of the City Clerk of the City of Huntsville, Alabama.

ADOPTED this the 26th day of June 2025.

President of the City Council of the
City of Huntsville, Alabama

APPROVED this the 26th day of June 2025.

Mayor of the City of
Huntsville, Alabama

THIS IS NOT AN INVOICE

Contract Records		Order Details	
Account Number:	A-698510	Order #:	Q-382154
Customer:	Huntsville, City of (AL)	Valid Until:	7/26/2025
Effective Employee Count:	2,500		
Sales Rep:	Salesforce Administrator		

Customer Contact		Shipping Contact :	
Billing Contact:	Huntsville, City of (AL) Tenya Green	Shipping Contact :	Huntsville, City of (AL) Byron Thomas
Billing Address:	308 Fountain Circle Municipal Building-1st Floor Huntsville, AL 35801	Shipping Address:	308 Fountain Circle Municipal Building-1st Floor Huntsville, AL 35801
Billing Contact Email:	tenya.green@huntsvilleal.gov	Shipping Contact Email:	byron.thomas@huntsvilleal.gov
Billing Phone:	(256) 427-5246	Shipping Phone:	(256) 427-5240

Payment Terms		Notes:
Payment Term:	Net 60	
PO Number:		

Subscription Service

July 2025

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Insight Subscription	Recurring	7/26/2025	7/25/2026	2,475	Employee Based	\$26,250.92
Single Sign On Subscription	Recurring	7/26/2025	7/25/2026	2,475	Employee Based	\$2,114.70
Onboard Subscription	Recurring	7/26/2025	7/25/2026	2,475	Employee Based	\$21,366.18
July 2025 TOTAL:						\$49,731.80

July 2026

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Insight Subscription	Recurring	7/26/2026	7/25/2027	2,475	Employee Based	\$26,250.92
Single Sign On Subscription	Recurring	7/26/2026	7/25/2027	2,475	Employee Based	\$2,114.70
Onboard Subscription	Recurring	7/26/2026	7/25/2027	2,475	Employee Based	\$21,170.16
July 2026 TOTAL:						\$49,535.78

This price does NOT include any sales tax. Total in USD

Additional Terms and Conditions

License Terms: Enterprise license denotes that Customer has purchased an enterprise wide license up to the employee count specified above. User based license denotes that Customer has purchased the number of licenses set forth in the quantity column. Item count denotes the number of items that Customer has licensed as set forth in the quantity column.

Payment Terms: All invoices issued hereunder are **due upon the invoice due date**. If the Order is for a period longer than one year, the fees for the first period shown shall be invoiced immediately and the fees for future years/periods shall be invoiced annually in advance of each 12 month period shown on the Order, but regardless of the billing cycle, Customer is responsible for the fees for the entire Order. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable. Payment for services ordered hereunder shall be made to Governmentjobs.com, Inc., (D/B/A NEOGOV).

Terms & Conditions: This Order Form creates a legally binding contract on the parties. Unless otherwise agreed in a written agreement between Governmentjobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "**NEOGOV**") and Customer, this Order Form Q-382154 and the Services purchased herein are expressly governed by the terms of the Appendix I to the Resolution No 23-510 NEOGOV Services Agreement V040123 dated June 22, 2023 by and between the City of Huntsville and NEOGOV. Unless otherwise stated, all capitalized terms used but not defined in this Order Form shall have the meanings given to them in the NEOGOV Services Agreement.

Special Condition:

Your signature below constitutes acceptance of terms herein and contractual commitment to purchase the items listed above.

Accepted and Agreed By: **Huntsville, City of (AL)**

Signed By NEOGOV:

Signature:

Signature:

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

THE INFORMATION AND PRICING CONTAINED IN THIS ORDER FORM IS STRICTLY CONFIDENTIAL

