



Contra  
Costa  
County

To: Board of Supervisors  
From: Ann Elliott, Human Resources Director  
Date: June 21, 2022

Subject: HireVue, Inc. Web-based Structured Interviewing Contract

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Human Resources, or designee, to execute a contract with HireVue, Inc. in the amount not-to-exceed \$121,180.62 including indemnification language to provide web-based structured interviewing from July 1, 2022, through June 30, 2025.

**FISCAL IMPACT:**

The cost of these contracts will be funded through charges to the operating departments that utilize the web-based structured interviewing services. The departments with the highest utilization have agreed to a percentage of the total contract amount: Health Services Department at 40%, Employment and Human Services Department at 20% and the remainder billed to other departments based on usage.

The annual budget for this 3-year contract:

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<input checked="" type="checkbox"/> APPROVE	<input type="checkbox"/> OTHER
<input checked="" type="checkbox"/> RECOMMENDATION OF CNTY ADMINISTRATOR	<input type="checkbox"/> RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **06/21/2022**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II  
Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 21, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Margaret Tolbert,  
1-925-655-2163

By: Antonia Welty, Deputy

cc:

### FISCAL IMPACT: (CONT'D)

1. Fiscal Year 2022-2023: \$40,393.54 invoiced on July 1, 2022
2. Fiscal Year 2023-2024: \$40,393.54 invoiced on May 2, 2023
3. Fiscal Year 2024-2025: \$40,393.54 invoiced on May 2, 2024

### BACKGROUND:

The County originally contracted with HireVue during the Pandemic to continue with the structured interview process to meet social distancing requirements. Our initial experience has shown that HireVue helps the County provide fair, structured interviewing capabilities via a subscription web-based platform that allows candidates the flexibility to participate in the interview process at a time that's best for them. This software allows for consistency which in turn equals fairness when it comes to the structured interview process. In addition, HireVue's Builder functionality has mapped every Contra Costa County job via the ONet database to ensure the right competencies are evaluated during an interview. HireVue has the highest rated candidate experience scores in the industry and is also the only vendor that is FedRAMP authorized, allowing them to provide the highest level of security available in the industry.

### CONSEQUENCE OF NEGATIVE ACTION:

If the contract is not approved, we will not be able to continue modernizing our processes and provide fair and consistent interviewing practices.