



County of Nevada
Department of Human Resources

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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: June 28, 2022

TO: Board of Supervisors

FROM: **Steve Rose, Director of Human Resources**

SUBJECT: Resolution Approving a Personal Services Contract Between the County of Nevada and Riitta Herwitz Design Support LLC for Advertising Services for Nevada County Employment for a Three-Year Term Beginning July 1, 2022, and Ending June 30, 2025, in the Amount of \$38,500 Per Fiscal Year for a Maximum Contract Amount of \$115,500, and Authorizing the Chair of the Board of Supervisors to Execute the Contract

RECOMMENDATION: Adopt the attached Resolution.

FUNDING: Funding for this agreement is included in the proposed 2022-2023 budget.

BACKGROUND: The County recruits for approximately 250 regular and temporary positions each year. We publicize our open recruitments through the County's job posting site. In addition, we publicize our recruitments using a variety of print and web-based advertisements using an advertising firm, Riitta Herwitz Design Support, for economical periodical ad placements and customized web ad placements. We have used this firm since 2010 and remain very pleased with their service and contract pricing. Our current three-year contract is expiring and was budgeted for up to \$38,500 per year for each year. We are seeking approval for another three-year term (July 1, 2022, through June 30, 2025). The price per ad placement remains the same—there is no increase in the cost of services.

Item Initiated and Approved by: Steve Rose, Director of Human Resources

Submitted: June 13, 2022