



Legislation Text

File #: 23-0362, **Version:** 1

Information Technologies Department recommending the Board:

- 1) Approve and authorize the Purchasing Agent to increase the amount of Purchase Order 22001012 to Kronos, Inc. by \$5,000 to accommodate the El Dorado County Sheriff's Telestaff portion; and
- 2) Approve and authorize the Contract Administrator to sign any subsequent quotes for additional services or licenses covered under US Communities Master Agreement 18220 that do not extend the term of the services or exceed the amount of the revised purchase order.

FUNDING: General Fund.

DISCUSSION / BACKGROUND

The County first entered into an agreement with Kronos Incorporated in 2016. The Kronos workforce management system tracks, manages, and controls employee time and attendance records countywide. Kronos interfaces with MUNIS (FENIX) payroll and work order modules, improving the employee time entry process. Kronos provides real-time feedback to users and managers for items requiring immediate action and also provides a variety of on-demand and custom reports. The Kronos workforce management system meets governing requirements for overtime and the Fair Labor Standards Act (FLSA).

The Kronos contract was previously brought before the Board as a perpetual agreement under FENIX contract 2710. However, with the issuance of Purchase Order (PO) 22001012, the County aligned with the expiration date of Amendment III to the US Communities (OMNIA Partners) Master Agreement 18220. The third amendment to the US Communities agreement went into effect December 15, 2021, and extended the term of the agreement to March 17, 2023.

On March 15, 2022, Information Technologies (IT) requested and received Board approval for draft contract 6367 with Kronos, Inc. Subsequent to the March 15, 2022, Board Meeting, Kronos requested additional changes to the draft contract. After reviewing the situation with County Counsel, it was determined that in lieu of a contract, a Purchase Order could be issued under the previously approved cooperative purchase agreement with a retroactive service date.

On April 12, 2022, IT requested and received Board approval authorizing the Purchasing Agent to execute a purchase order to Kronos, Inc. in the amount of \$170,000 to provide workforce management and telestaff software for the retroactive term of March 18, 2022, through March 17, 2023. Purchase Order 22001012 was issued on April 12, 2022, following this approval.

The requested increase to Purchase Order 22001012 is to increase the amount by \$5,000 to accommodate the El Dorado County Sheriff's Telestaff portion of the agreement, which was not factored into the original PO amount in error. Information Technologies is preparing a Board item for the March 14, 2023, Board Meeting for to the Board to consider approving a Purchase Order to continue to services past March 17, 2023.

ALTERNATIVES

The Board could refuse to approve this item, however, this would result in the Purchase Order having insufficient funds for the costs expected through March 17, 2023.

PRIOR BOARD ACTION

16-0843 - Initial implementation of Kronos (V1) and first extension (V2)

20-1260 - Fiscal Year 2021-22 Kronos approval through the perpetual contracts process.

22-0610 - Board approved renewal term of March 18, 2022, through March 17, 2023, and NTE of \$170,000

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Procurement & Contracts

CAO RECOMMENDATION / COMMENTS

Approve as recommended.

FINANCIAL IMPACT

Appropriations are included in the Information Technologies budget for ongoing licensing and support, and the FY 2022-23 IT budget has appropriations to cover this minimal increase.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Good Governance.

CONTACT

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