



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#13-0780

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee Feldman, ICMA-CM, City Manager

DATE: June 18, 2013

TITLE: Motion to approve the proprietary purchase of the expansion of the Kronos
Workforce Timekeeping System - \$415,000

Recommendation

It is recommended that the City Commission approve the proprietary purchase of the expansion of the Kronos Workforce Timekeeping System from Kronos Incorporated at a total cost estimated not to exceed \$415,000, as set forth in the attached Order Form, Scope of Work, and Sales, Software License and Services Agreement in substantially the form attached.

Background

The City currently uses the Kronos timekeeping system primarily for Public Works and Parking employees. This recommended expansion will provide an efficient electronic leave request workflow in addition to the expansion of the time capture devices for those employees who are still using manual time cards. An interface module is included to capture data from the TeleStaff scheduling systems used by both the Police and Fire departments. This integration module will eliminate a proprietary 'black box' system that Police has been maintaining to interface their information to the payroll system and will eliminate manual entry that Fire-Rescue performs to input their data into the payroll system. Channeling all of the timekeeping data through the Kronos Workforce analytics module will allow for timely analytical management of critical data such as overtime and sick leave to help the City measure performance and align it with departmental goals and the City's strategic plan. Since the existing system is proprietary to Kronos, the expansion work could only be provided by Kronos.

The Finance Department did a study of the cost of timekeeping activities performed by employees throughout the City and estimated that the annual timekeeping effort cost was approximately \$650,000. A Payroll Task Force was put together consisting of representatives from various departments including Police, Fire-Rescue, Public Works, Parks and Recreation, Sustainable Development, Finance and Information Technology Services to evaluate solutions to the manual processes and supports the expansion of the Kronos system. The Task Force met with the Budget Advisory Board to review their

findings and recommendation and received approval from the Board to pursue the Kronos expansion. The corresponding Statement of Work is attached as Exhibit 3.

The Information Technology Services Department has \$200,000 in the current fiscal year to begin phase one of this project and has requested an additional \$215,000 in FY 2014 to finish the project. The Order Form (Exhibit 2) total is \$377,348. The additional \$37,652 is for estimated travel expenses.

Resource Impact

There will be a fiscal impact to the City in the amount of \$200,000. Future expenditures are contingent upon approval and appropriation of the annual budgets.

FUNDS AVAILABILITY LOCATION:

FY	FUND	SUB FUND	FUND NAME	INDEX #	INDEX NAME	SUB OBJ #	SUBJECT NAME	AMOUNT
2013	581	01	Central Services	ITS040101	Application Services	6405	Computer Software	\$181,822
2013	581	01	Central Services	ITS020102	Voice/Data Communications	6404	Computer Equipment	\$18,178
2014	581	01	Central Services	ITS040101	Application Services	6405	Computer Software	\$215,000
TOTAL								\$415,000

Attachment

- Exhibit 1 – Kronos Agreement
- Exhibit 2 – Kronos Order Form
- Exhibit 3 – Kronos Scope of Work

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Department Director: Mike Maier, ITS Director/CTO