



## Cover Memorandum/Staff Report

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**File #:** 22-1029

**Agenda Date:** 8/16/2022

**Item #:** 6.J.3.

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**TO:** Mayor and Commissioners  
**FROM:** Jay Stacy, IT Director  
**THROUGH:** Terrence R. Moore, ICMA-CM  
**DATE:** August 16, 2022

APPROVAL OF RESOLUTION NO. 121-22 TO AWARD AN AGREEMENT TO KRONOS INCORPORATED FOR TIME AND ATTENDANCE SOLUTION AND SERVICES; UTILIZING COBB COUNTY BOARD OF COMMISSIONERS, ON BEHALF OF THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE SOLICITATION NO. 18-6390 - \$137,798

**Recommended Action:**

Motion to approve Resolution No. 121-22 to award an Agreement to Kronos Incorporated for time and attendance solution and services for effective workforce management in the estimated amount of \$137,798 through March 17, 2023, utilizing existing contract prices provided to the Cobb County Board of Commissioners (Cobb County), on behalf of the U.S. Communities Government Purchasing Alliance, now known as Omnia Partners, pursuant to its Solicitation No. 18-6390 and authorize the City Manager to approve renewal options, in the amounts below, contingent on appropriations of funds.

**Background:**

This contract is for the implementation of a city-wide Time and Attendance solution and for an upgrade to the Telestaff system currently utilized by the Police and Fire Departments for staff scheduling. After implementation the contract provides for a fully cloud hosted system that includes all servers, software, support, maintenance, data backups, and software upgrades.

The upgrade to Telestaff was a planned project for next fiscal year but since the upgrade is also required to integrate fully with the Time and Attendance system, and is purchased from the same contract, it is included here as part of the overall initiative.

This contract will acquire software as a service subscription for the Kronos Work Force Manager and Telestaff modules in addition to configuration and training services for City staff along with time clocks located at appropriate locations around the City. The module is a robust Time and Attendance product that includes specific features needed for our Public Safety Departments as well as consolidation to one system for the rest of the City's needs. The implementation will be a combined effort of City and Kronos staff and the duration of the project is expected to take approximately 9 months to fully integrate with our current Tyler Technologies, Inc. ERP.

Implementation of a Time and Attendance system will eliminate the manual timesheets currently in place, reduce potential for human error, and promote accountability within the workforce. This will address inconsistencies with the current processes, strengthening internal controls,

providing for more effective and efficient utilization of resources, and ensuring compliance with city policies and procedures.

On March 18, 2019, Cobb County entered into a three (3) year Agreement with Kronos Incorporated (Contractor) for services effective March 18, 2019, through March 17, 2022, with the option to renew for three (3) additional one (1) year terms (Contract No. 18220).

On July 22, 2020, Cobb County and Contractor entered into Amendment No. 1 to Contract No. 18220, modifying the services available under the Agreement.

On August 26, 2021, Cobb County and Contractor executed Amendment No. 2 to Contract No. 18220, modifying the terms and conditions and pricing for certain subscription-based services.

On December 15, 2021, Cobb County and Contractor executed Amendment No. 3 to Contract No. 18220, exercising the first of three one-year renewals, extending the term of the Agreement to March 17, 2023.

Should the City exercise the renewal options provided in the Agreement, the cumulative Agreement value is provided below.

Estimated Contract Value		
Initial Term	Upon Execution - March 17, 2023	\$ 137,798
Renewal Year 1	March 18, 2023 - March 17, 2024	\$ 135,425
Renewal Year 2	March 18, 2024 - March 17, 2025	\$ 135,425
	Total:	\$ 408,647

This motion is in accordance with the Code of Ordinances Chapter 36, Commission Approval Required and Purchasing Policies, Accessing Contracts from Other Government Agencies and Not-for-Profit Organizations.

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source/Financial Impact:**

Account numbers that will be used for the current FY costs due upon execution of the contract (\$60,245.40), are 001-16-000-516-3190, 001-21-110-516-3190, and 001-22-000-522-3190.

Costs for annual maintenance and time clock fees have been budgeted in FY 2022/2023 budget, account numbers 001-16-000-516.54-11, 001-21-110-521.46-40, and 001-22-000-522.54-11; subject to FY 2022/2023 budget approval and appropriations.

**Timing of Request:**

