

OHIO TURNPIKE AND INFRASTRUCTURE COMMISSION

Resolution Authorizing the Executive Director to Acquire the Software, Equipment, Professional Services and Support Necessary for a Kronos Workforce Management System

WHEREAS, the current workforce time, attendance, leave, schedule and payroll system that the Ohio Turnpike and Infrastructure Commission (“Commission”) has in place is primarily managed through a series of manual processes entered through time intensive procedures that consume large amounts of resources; and

WHEREAS, advancements in technology for workforce management system solutions present opportunities to streamline and eliminate the need for completing paper timesheets, physically punching timecard clocks and submitting handwritten leave requests that are manually reviewed, approved and entered for recordkeeping; and

WHEREAS, scheduling employees on shifts covering twenty-four hour periods per day throughout the year requires workers to bid on shifts and the application of seniority rules to each schedule before issuance and the manual recording of call-offs requiring voluntary and forced overtime determinations through a processes that are readily automated and optimized through a workforce management system; and

WHEREAS, an Evaluation Team consisting of personnel from the Commission’s Payroll, Finance, Human Resources and Technology Departments received input from supervisory personnel across the Commission’s operational groups, as well as reviewed other similar agencies’ time and attendance practices, and determined that implementing an electronic workforce management system is necessary for the Commission to realize needed cost saving efficiencies and provide its managerial staff the time and tools to most effectively deploy the Commission’s personnel; and

WHEREAS, the Evaluation Team reviewed the various solutions available and determined that Kronos Incorporated (“Kronos”) offers the best suite of software, equipment, professional services and maintenance support to fulfill the Commission’s needs for a turnkey integrated electronic workforce management system solution; and

WHEREAS, the Commission has the authority under Section 9.48 of the Ohio Revised Code to participate in contracts available under joint purchasing programs operated through a national or state association of political subdivisions, and its purchases of equipment, material or services through its participation in the joint purchasing programs are exempt from the competitive selection requirements otherwise required by law, if the contract in which it is participating was awarded pursuant to a publicly solicited request for a proposal or a competitive selection procedure of another political subdivision; and

WHEREAS, the Commission is a member in good standing with the U.S. Communities Government Purchasing Cooperative, which constitutes a national association of political subdivisions, and the Harford County Public Schools of Maryland awarded a contract that is open to members of the U.S. Communities Government Purchasing Cooperative to Kronos (Contract #14-JLR-003) for its Workforce Management System Solutions through a publicly solicited competitive selection procedure; and

WHEREAS, the Evaluation Team determined that the software, equipment, professional services and support necessary to acquire, implement and maintain a Workforce Management System in the form of a turnkey integrated solution are available under Contract #14-JLR-003 through the Commission’s participation in the U.S. Communities Government Purchasing Cooperative from Kronos; and

WHEREAS, the estimated cost to the Commission under the Contract #14-JLR-003 for Kronos to convey the equipment required for the Kronos Workforce Management System is \$118,900.00, to provide the software necessary to operate the System is \$115,472.00, to implement the System is \$184,500.00, plus reimbursable expenses, and to maintain the System is \$25,340.00 annually commencing one year after implementation; and

WHEREAS, the Executive Director has reviewed the recommendation of the Evaluation Team and concurs that the Commission should approve the acquisition of the necessary

hardware, software, professional and support services for the Kronos Workforce Management System from the U.S. Communities Government Purchasing Cooperative; and

WHEREAS, the Commission accepts the recommendation to authorize the acquisition of the Workforce Management System Solution from Kronos through the U.S. Communities Government Purchasing Cooperative.

NOW, THEREFORE, BE IT

RESOLVED by the Ohio Turnpike and Infrastructure Commission that the acquisition of the hardware, software, and professional services necessary to implement and utilize the Workforce Management System from Kronos, Incorporated under Contract #14-JLR-003 through the U.S. Communities Government Purchasing Cooperative in the approximate amount of \$418,872.00, plus reimbursable expenses, is approved; and

FURTHER RESOLVED that obtaining the maintenance and technical support necessary from Kronos for the Workforce Management System in the approximate amount of \$25,340.00 per year commencing one year after implementation and adjusted in an amount not expected to exceed four percent per year thereafter, is approved; and

FURTHER RESOLVED that the Executive Director has the authority to approve such extra work or change orders as a result of an increase in the planned quantities, newly established requirements that did not exist at the time of contract execution, or circumstances that would create a life, safety, or health threatening situation or would unduly delay the completion or increase the costs of the project.

(Resolution No. 59-2016 adopted September 19, 2016)