

Mayor and Council Communication

DATE: 09/28/21

M&C FILE NUMBER: M&C 21-0732

LOG NAME: 13P IMMIXTECHNOLOGY UKG SOFTWARE MG

SUBJECT

(ALL) Authorize an Amendment to the Purchase Agreement with ImmixTechnology Inc. Using Cooperative Contract DIR-TSO-4315 To Both Purchase and Implement UKG Software *Workforce Dimensions* and to Consolidate UKG Software *Telestaff Enterprises* for an Amount of \$740,326.40 and with the Annual Licensing and Maintenance Cost of \$490,284.60, and the Right to Renew for Two Years for the Same Annual Amount, for a Public Safety Payroll Solution for the Police and Fire Department

RECOMMENDATION:

It is recommended that the City Council authorize an amendment to the purchase agreement with ImmixTechnology Inc. using cooperative contract DIR-TSO-4315 to both purchase and implement UKG software *Workforce Dimensions* and to consolidate UKG software *Telestaff Enterprises* for an amount of \$740,326.40 and with the annual licensing and maintenance cost of \$490,284.60, and the right to renew for two years for the same annual amount, for the Police and Fire Department

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to approve the technology elements of a proposed public safety payroll solution.

On August 3, 2021, Informal Report (IR) 21-10625 was presented to City Council regarding the challenges of an accurate payroll for Police and Fire due to a variety of reasons. On September 28, 2021, the City Council received an informal report outlining the City's Payroll Taskforce (PTF) recommendation to address payroll challenges for both the Police and Fire Department personnel along with a recommended software solution. After conducting an informal Request for Information to identify a payroll system solution, staff determined that the UKG (Ultimate Kronos Group) *Workforce Dimensions* System, working in conjunction with UKG's *Telestaff Enterprise* (scheduling software currently used by Police and Fire), will provide the solution needed to ensure accurate payroll.

UKG's *Workforce Dimensions* Systems was determined to be the best solution since Police and Fire already use UKG's *TeleStaff Enterprise* as their scheduling software. The Fire Department began using UKG's *Telestaff Enterprises* as a scheduling software in the early 2000s using Omnia Cooperative Contract 18220, with a yearly license fee proposed for Fiscal Year (FY) 22 of \$50,214.79. The Police Department began using *Telestaff Enterprise* in 2019, (M&C P-12339). The annual ongoing license cost of \$68,868.52 increases between five to seven percent a year.

ImmixTechnology is able to provide UKG's *Telestaff Enterprise* and UKG's *Workforce Dimensions* through Cooperative Contract DIR-TSO-4315

Staff recommends amending the current agreement with ImmixTechnology to purchase UKG's *Workforce Dimensions* for Police and Fire and to consolidate Police's and Fire's *Telestaff* licenses under one agreement. UKG *Telestaff* and *Workforce Dimensions* solutions will manage resource scheduling and complex payroll related calculations for the departments and provide the resulting information to the Enterprise Resource Planning system (ERP) to generate accurate payroll information.

The implementation cost and annual licensing costs are as follows:

Software Program	Implementation Cost	Ongoing Annual Cost
UKG's <i>Workforce Dimensions</i>	\$558,640.40	\$365,478.60
Consolidated UKG's <i>Telestaff Enterprise</i>	\$181,686.00	\$124,806.00
Total	\$740,326.40	\$490,284.60

Upon execution of the agreement, the implementation should take between six to nine months. In addition, the Fire Department's agreement under the Omnia Cooperative Agreement 18220 will be canceled so that the consolidation of UKG's *Telestaff Enterprise* can be consolidated under DIR-TSO-4315.

Cooperative Agreement DIR-TSO-4315

Request for Offer (RFO) DIR-TSO-TMP-416 was issued on 02/26/2018 for Software Products, Software as a Service, and Enterprise Resource Planning Software Modules Products and Services and responses were opened on 04/09/2018. ImmixTechnology was awarded a contract under

RENEWAL OPTIONS - The Agreement may be renewed for two one-year renewal options in accordance with DIR-TSO-4315. The renewals do not require specific City Council approval as long as sufficient funds have been appropriated.

COOPERATIVE PURCHASE - State law provides that a local government purchasing an item under a Cooperative Purchasing Agreement satisfies any state law requiring that the local government seek competitive bids for the purchase of the item. The contract was competitively bid to increase and simplify the purchasing power of government entities across the State of Texas.

BUSINESS EQUITY - An M/WBE goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

ADMINISTRATIVE CHANGE ORDER - An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendation, funds will be available in a project to be determined, to support the contract amendment. Prior to an expenditure, Financial Management Services Department will ensure that all funds are appropriated correctly.

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Expedited