



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: Materials Management

CM: Todd Hileman

DATE: January 9, 2018

SUBJECT

Consider adoption of an ordinance of the City of Denton, Texas providing for, authorizing, and approving three (3) year software maintenance for continued vendor support for the Kronos Incorporated Automated Timekeeping and Attendance Software system for the City of Denton, which is essential to ensure availability of upgrades, software fixes, and access to knowledge and support resources. Kronos Incorporated is the sole-source vendor for continued upgrade, support and maintenance for Kronos software and hardware. Therefore this system is available from only one source and in accordance with Texas Local Government Code 252.022, provides that procurement of commodities and services that are available from one source are exempt from competitive bidding; and if over \$50,000 shall be awarded by the governing body; and providing an effective date (File 5565- awarded to Kronos Incorporated in the three (3) year not-to-exceed amount of \$400,000).

BACKGROUND

The City of Denton uses the Kronos Automated Timekeeping and Attendance Software system to keep track of city staff's time. This includes the following benefits; standardized timekeeping, scheduling tied to timekeeping, automation of leave requests, automation of leave accruals, automation of Family and Medical Leave Act (FMLA) leave, employee access to individual time and leave at work, or remotely, audit trail of time approvals by employee and supervisor, and ensuring overtime approval by supervisors.

It is essential for the City of Denton to keep current maintenance with the software vendor in order to ensure availability of upgrades, software fixes, and access to knowledge and support resources. The Technology Services department could not identify any local vendors that could provide software maintenance for this application. Therefore, procuring this maintenance from the above vendor is the best value for the City of Denton (Exhibit 2-Quote).

The City issued a request for proposal (RFP) in 2014 to identify software solutions for time keeping. Staff did extensive evaluations and presentations and recommended Kronos Incorporated to the City Council. The City Council awarded a contract to Kronos on October 4, 2014 for \$850,000. The original RFP included the purchase, implementation and maintenance of the software for three years.

Kronos Incorporated is the sole-source vendor for continued upgrade, support, and maintenance for this Automated Timekeeping and Attendance Software system (Exhibit 3). Section 252.022 of the Local Government Code provides that procurement of sole source commodities and services are exempt from competitive bidding, if over \$50,000, shall be awarded by the governing body.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On October 28, 2014, the Audit/Finance Committee recommended the approval (3-0) of a contract with Kronos Incorporated for the implementation of an automated timekeeping system. On November 4, 2014, RFP 5565 was awarded to Kronos Incorporated in the three (3) year not-to-exceed amount of \$850,000).

RECOMMENDATION

Staff recommends awarding to Kronos Incorporated for Automated Timekeeping and Attendance software, maintenance and purchase of licenses in a three (3) year amount not-to-exceed amount of \$400,000. This dollar amount includes a contingency for additional licenses or training that may be needed during the three (3) year period.

PRINCIPAL PLACE OF BUSINESS

Kronos Incorporated
Chelmsford, MA

ESTIMATED SCHEDULE OF PROJECT

February 17, 2018 through February 18, 2021.

FISCAL INFORMATION

Funding is available in the Technology Services operating account 830400.7804 for Fiscal Year 2017-18.

STRATEGIC PLAN RELATIONSHIP

The City of Denton's Strategic Plan is an action-oriented road map that will help the City achieve its vision. The foundation for the plan is the five long-term Key Focus Areas (KFA): Organizational Excellence; Public Infrastructure; Economic Development; Safe, Livable, and Family-Friendly Community; and Sustainability and Environmental Stewardship. While individual items may support multiple KFAs, this specific City Council agenda item contributes most directly to the following KFA and goal:

Related Key Focus Area: **Public Infrastructure**
Related Goal: **1.5 Utilize technology to enhance efficiency and productivity**

EXHIBITS

Exhibit 1: Agenda Information Sheet
Exhibit 2: Renewal Quote
Exhibit 3: Sole Source Letter
Exhibit 4: Ordinance

Respectfully submitted:
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Purchasing Manager

For information concerning this acquisition, contact: Melissa Kraft, 349-7823.