



Snohomish County Council

Committee: Public Works and Infrastructure

Analyst: Deb Evison Bell

ECAF: 2021-0703

Proposal: Motion 21-313

Date: September 21, 2021

Consideration:

The proposed motion would authorize the County Executive to sign software service agreement TC01-21 with Ultimate Kronos Group, Inc for electronic timekeeping and attendance services software, and further authorize the Director of Public Works or designee to approve amendments up to \$64,185.00 provided that sufficient appropriation authority exists, for a total amount not to exceed \$706,034.10.

Background:

In August of 2012 Council approved an agreement with Kronos, Inc. (Motion 12-319) to implement a hosted electronic timekeeping and attendance system for the Public Works Solid Waste Division, with subsequent expansion of the contract to include the Road Maintenance Division in 2018, which then included the need to expand functionality with additional software modules. Over the years the agreement with Kronos grew to include contract changes (2 Amendments) in the annual subscription rates, support services (11 Services Orders), and additional professional services related to system modifications as Order Forms (10 Change Orders). The most recent contract change was approved by Council with Motion 20-438¹ to extend the agreement through December 4, 2021.

The proposed acquisition will allow for an overlap of systems and will enable data migration from the old software systems into the new software system and includes setup and acceptance of the new system. The overlap is necessary to verify the new software system is fully operational prior to discontinuing the old software systems and allows for the systems to run concurrently to verify data, function and to work out any programming and training issues.

Current Proposal:

Scope: Ultimate Kronos Group, Inc. is able to provide an updated software product that can meet the needs for a secure timekeeping system with improved auditability and efficiency to reduce the annual labor hours required for timekeeping activities within Public Works.

Duration: The Initial Term of the Agreement shall commence upon mutual execution and continue for three (3) years from the billing start date set forth on the Order Form (9/30/2024), and may be extended by the County for six (6) additional two (2) year Renewal Terms or fifteen (15) years total.

Fiscal Implications: The total budget for this agreement is \$706,034.10, which includes the agreement amount of \$641,849.10 (including tax) and an additional contingency amount of \$64,185, for allowable but unforeseen costs.

¹ [Administrative Session - Oct 26th, 2020 \(granicus.com\)](#)

EXPEND:	Current Year	2 nd Year		1 st 6 years
Solid Waste	\$44,620.59	\$115,789.75		\$209,445.50
Road Fund	\$92,119.93	\$239,049.81		\$432,403.60
TOTAL	\$136,740.52	\$354,839.56		\$641,849.10

2021 Budget: Yes, the 2021 Budget includes appropriation authority for the contract.
Additional Context: See Attachment A for previous contract amendments, change orders and service orders.

Future Budget Impacts: Funding for ongoing maintenance and support is included in the approved 2021 budget and is requested in the 2022 budget.

Handling: NORMAL (Note: Existing contract expires on December 4, 2021.)

Approved-as-to-form: YES

Risk Management: APPROVE

Executive Recommendation: APPROVE

Analysis: The timekeeping software system has improved auditability and efficiency to reduce the annual labor hours required for timekeeping activities.

Requests: Move to GLS on September 29, 2021 for consideration.

Attachment A

Original Contract Amendments, Change Orders and Service Orders

ORIGIANAL	Motion	Start	End	Amount
CC11-12	12-319	08/28/2012	12/04/2015	\$131,186.00
CHANGE ORDER 1		12/02/2012	12/04/2015	\$8,140.00
CHANGE ORDER 2		11/28/2012	12/04/2015	\$0.00
CHANGE ORDER 3		01/14/2013	12/04/2015	\$3,356.48
CHANGE ORDER 4		04/01/2013	12/04/2015	\$2,400.00
CHANGE ORDER 5		10/06/2014	12/04/2015	\$2,520.00
AMENDMENT NO. 1		10/13/2014	12/04/2015	\$16,200.00
AMENDMENT NO. 2	15-358	09/17/2015	12/04/2018	\$399,487.00
SERVICE ORDER 1		09/22/2015	12/04/2018	\$2,008.84
SERVICE ORDER 2		11/23/2015	12/04/2018	\$8,666.75
CHANGE ORDER 6		03/18/2016	12/04/2018	\$9,030.00
SERVICE ORDER 3		12/05/2016	12/04/2018	\$8,666.75
SERVICE ORDER 4		12/22/2016	12/04/2018	\$3,369.98
CHANGE ORDER 7		06/26/2017	12/04/2018	\$38,294.00
SERVICE ORDER 5		11/01/2017	12/04/2018	\$13,978.64
CHANGE ORDER 8		09/25/2018	12/04/2019	\$7,463.20
SERVICE ORDER 6	18-401	12/05/2018	12/04/2019	\$13,978.62
SERVICE ORDER 7	18-401	09/25/2019	12/04/2020	\$53,905.84
SERVICE ORDER 8	19-284	09/25/2019	12/04/2020	\$57,013.56
SERVICE ORDER 9	19-284	09/25/2019	12/04/2020	\$15,195.87
CHANGE ORDER 9	19-284	09/25/2019	12/04/2020	\$10,360.00
CHANGE ORDER10	19-284	10/26/2020	12/04/2020	\$3,385.00
SERVICE ORDER 10	20-438	10/26/2020	12/04/2021	\$59,294.11
SERVICE ORDER 11	20-438	10/26/2022	12/04/2021	\$15,195.12