



## Agenda Item Summary

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**File #:** RES 22-18, **Version:** 1

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**Submitted By**

Steven Drazner, CFO

**Reviewed By**

AMZ

**Agenda Item Title**

**A Resolution Approving Expenditures for Annual License, Usage, and Support Fees for Workforce Ready Software with Kronos Incorporated in an Amount Not to Exceed \$33,400 for Fiscal Year 2022 Pursuant to the Agreement with Kronos Incorporated Dated June 19, 2017**

**Overview**

As outlined within the executed agreements with Kronos Incorporated, the Village must pay an annual license and usage fees based on the number of current licenses. This is invoiced on a monthly basis and averages approximately \$2,780 per month which includes Kronos Workforce Ready HR and Timekeeping.

**Staff Recommendation**

Approval.

**Fiscal Impact**

The requested not-to-exceed amount of \$33,400 is budgeted and split between Finance Department account 1001.41300.101.550663 for \$18,000 (Software Licenses) and 1001.41080.101.530667 for \$15,400 (External Support).

**Background**

Kronos Incorporated provides both timekeeping/timeclock services as well as benefit deduction/accrual tracking and is used in conjunction with BS&A payroll.

The cost per individual license is \$3.40 for Kronos HR and \$4.25 for Kronos Timekeeping & Accruals. The number of required licenses averages approximately 350 per month. Please note that under Section 3.5 of the Kronos Service Agreement, Kronos may increase the monthly service/license fees by an amount not to exceed 4% upon each annual anniversary period after the initial one-year term.

**Alternatives**

N/A

**Previous Board Action**

On July 18, 2016, the Village Board approved a Software License and Services Agreement with Bellefeuil, Szur & Associates, Inc. for an Enterprise Resource Planning System following the evaluation of proposals pursuant to an enterprise resource planning system RFP process which began in October 2015. The new Enterprise Resource Planning (ERP) software called "BS&A" includes modules for accounting/budget, receivables, payables, cash receipts, utility billing, payroll, and human resource management. Implementation of the payroll and human resources modules required the use of Kronos timeclocks which were previously approved as a sole source vendor.

**Citizen Advisory Commission Action**

N/A

**Anticipated Future Actions/Commitments**

N/A

**Intergovernmental Cooperation Opportunities**

N/A