



Legislation Text

File #: 2024-0796, **Version:** 1

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Department: Information Technology

STAFF RECOMMENDATION (Motion Ready):

Approve contract with UKG Kronos Systems, LLC, to upgrade and migrate UKG Workforce Central to UKG Pro Workforce Management for an estimated expenditure of \$58,350

OCALA'S RELEVANT STRATEGIC GOALS:

Operational Excellence

PROOF OF PUBLICATION:

N/A

BACKGROUND:

UKG Workforce Central (Kronos) was implemented as the City of Ocala's workforce management and timekeeping system in 2014 and provides streamlined processes and electronic time clock accuracy. In October 2023, Council approved the continued use of the Kronos timekeeping system and the associated time clocks used by employees throughout the city to capture actual time worked. The Kronos system is fully integrated to Ocala Police Department's Special Detail Software (PowerDetails) to capture detail time worked which is then transmitted to the City's financial system for payroll processing.

UKG is retiring the Workforce Central platform on December 31, 2025 and migrating all customers to the UKG Pro Workforce Management ("Pro WFM") platform to deliver a more modern, innovative workforce management solution.

The benefits of the continued utilization of the Kronos platform are:

- Maximized productivity through the automation of routine tasks such as time collection, timesheet approval and reporting, responding to time-off requests, and correcting exceptions.
- Kronos's Employee Self-Service feature empowers employees to manage their time and requests and provides access to schedules and time-off balances, thereby reducing administrative workload.

- Mobile accessibility for on-the-go management.
- Integration with the City's financial system, Munis.

FINDINGS AND CONCLUSIONS:

UKG is retiring the Workforce Central platform on December 31, 2025, and migrating all customers to the UKG Pro WFM platform to deliver a more modern, innovative workforce management solution. It is common for software vendors to migrate to newer platforms periodically. UKG is estimating, upon contract sign-off, a waiting period of up to 16 weeks before a project manager can be assigned to begin the project. After project kick-off, it is expected to take up to 16-24 weeks for implementation and go live. We have received excellent support services from this vendor. Staff requests approval for fiscal year 2024 migration to the upgraded platform.

As a political subdivision of the State of Florida, the City of Ocala qualifies as an eligible user of OMNIA Partners's cooperative purchasing agreement for Workforce Management Systems and Related Products, Services and Solutions with UKG Kronos Systems, LLC (f/k/a Kronos Incorporated), OMNIA Contract No. 18220, to procure these services. Contract No. 18220 was competitively solicited by Cobb County, Georgia, serving as the lead agency and was awarded for an initial term of three years with the option to renew for three one-year renewal periods.

Cooperative purchasing programs are comprised of member cities, counties, and other public agencies nationwide who aggregate their members' purchasing power to achieve greater volume discounts. The solicitation underlying OMNIA Partners Contract No. 18220 was evaluated and determined by the City's Procurement Department to be cost-effective and to afford the City best value.

FISCAL IMPACT:

Funds for the upgrade and associated costs of \$58,350 are budgeted and encumbered in FY24 accounts listed below and will be paid under Contract No. 240450.

001-035-530-516-68-68010 \$55,300

001-035-530-516-51-52045 \$3,050

PROCUREMENT REVIEW:

These services were procured in compliance with the City's Procurement Policy.

LEGAL REVIEW:

This Agreement will be reviewed and approved for form and legality by City Attorney, William E. Sexton.

ALTERNATIVE:

- Approve with Changes
- Table
- Deny

