



Legislation Details (With Text)

File #: ORD-21:044 **Version:** 1 **Name:** AN ORDINANCE TO CONTRACT FOR PAYROLL AND HR SOFTWARE, WAIVE COMPETITIVE BIDDING AND APPROPRIATE FUNDS

Type: Ordinance **Status:** Passed

File created: 9/22/2021 **In control:** Finance & Administration Council Committee

On agenda: **Final action:** 10/19/2021

Title: AN ORDINANCE TO CONTRACT FOR PAYROLL AND HR SOFTWARE, WAIVE COMPETITIVE BIDDING AND APPROPRIATE FUNDS

Sponsors: Human Resources

Indexes: Contract, Waive competitive bidding

Code sections:

Attachments: 1. Vendor Selection SyncHR, 2. Master Subscription Agreement SYNC HR, 3. SyncHR by PrimePay Proposal for City of Jonesboro, 4. Email from Frank McNamara at PrimePay 09222021

Date	Ver.	Action By	Action	Result
10/19/2021	1	City Council	Passed	Pass
10/4/2021	1	City Council	Held at one reading	
9/28/2021	1	Finance & Administration Council Committee	Recommended to Council	Pass

AN ORDINANCE TO CONTRACT FOR PAYROLL AND HR SOFTWARE, WAIVE COMPETITIVE BIDDING AND APPROPRIATE FUNDS

WHEREAS, it has been determined that the City of Jonesboro's existing payroll and human resources (HR) software programs do not provide for efficiency of self-service use by employees, lack planning/forecasting ability for Managers, lack the ability of interface between programs and replacement software is desired; and

WHEREAS, Seven vendors were compared for adequacy of services necessary to best meet the needs for payroll and HR services of the City; and

WHEREAS, provisions of A.C.A. 14-58-303 allow for the waiver of competitive bidding by the City's governing body in exceptional situations where bidding is deemed not feasible nor practical; and

WHEREAS, SyncHR by PrimePay software has been identified as the software which best meets the City's Payroll and HR software goals and requirements of use; and

WHEREAS, the contract for services provides a Human Capital Management (HCM) Suite of services including Payroll Processing, HR Management, Time & Attendance, Advanced Scheduling, Learning Management System, SyncHR-Performance, FMLA Tracker and recruiting tool ATS Recruit;

WHEREAS, the annual subscription fee is based on a per unit price of \$16.90 per employee per month for a total estimated subscription cost of \$121,680, annually for the three year initial contract period; and

WHEREAS, the 2021 adopted City budget will need to be amended \$15,000 for implementation services and \$20,280 in service fees for the remainder of 2021;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Jonesboro, Arkansas that:

SECTION 1: The City of Jonesboro shall enter into a contract for and implementation of SyncHR by PrimePay software for a three-year contract period.

SECTION 2: The sum of \$35,280 is appropriated from the General Fund unappropriated fund balance for the contract with SyncHR by PrimePay software.

SECTION 3: Replacement software is deemed necessary for effective management of the City; therefore, competitive bidding is waived in accordance with provisions of A.C.A. 14-58-303.

PASSED AND APPROVED THIS 19TH DAY OF OCTOBER 2021.