

RESOLUTION NO. 374

AUTHORIZING AN AGREEMENT WITH PAYCOM SOFTWARE LLC REGARDING HUMAN RESOURCES INFORMATION SYSTEM SERVICES AND AMENDING THE 2023 DEPARTMENT OF HUMAN RESOURCES BUDGET

Introduced: 9/11/23

By Personnel Committee:

WHEREAS, The Commissioner of the Department of Human Resources has requested authorization to enter into an agreement with Paycom Software LLC regarding human resources information systems to enhance employee access and payroll delivery for the employees of Albany County, and

WHEREAS, The Department issued a Request For Bids for programs that would work in tandem with MUNIS and Kronos systems for Albany County and enhance employee access and payroll delivery, and five bids were received, and

WHEREAS, Upon review of said bids the Department has recommended awarding the contract to Paycom Software LLC., as the lowest responsible bidder, for a term commencing September 1, 2023, and ending August 31, 2026, with two one-year options to renew, in an amount not to exceed \$1,113,572, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with Paycom Software LLC, Oklahoma City, OK 73142 regarding human resources information systems and to enhance employee access and payroll delivery for County employees for a term commencing September 1, 2023, and ending August 31, 2026, with two one-year options to renew, in an amount not to exceed \$1,113,572, and, be it further

RESOLVED, That the 2023 Department of Human Resources Budget is hereby amended as indicated on the spreadsheet annexed hereto, and be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

| APPROPRIATIONS | | | | | | | | | |
|----------------------|------|-------|-------|--------------------|----------|---------------|------------------|------------|-----------------|
| BUDGET LINE | | | | DESCRIPTION | | INCREASE | DECREASE | UNIT COST | DEPARTMENT NAME |
| FUND | ORG | OBJ | PRO | FOR POSITIONS ONLY | | | | | |
| | | | | STATE | POSITION | | | | |
| | | | | POS. CODE | CONTROL | | | | |
| A | 1432 | 44041 | 10000 | | | Computer Fees | \$631,202 | \$641,202 | Human Resources |
| TOTAL APPROPRIATIONS | | | | | | | <u>\$631,202</u> | <u>\$0</u> | |

| ESTIMATED REVENUES | | | | | | | | | |
|--------------------|------|-------|-------|--------------------|----------|------------------------|------------------|------------------|-----------------|
| BUDGET LINE | | | | DESCRIPTION | | DECREASE | INCREASE | UNIT COST | DEPARTMENT NAME |
| FUND | ORG | OBJ | PRO | FOR POSITIONS ONLY | | | | | |
| | | | | STATE | POSITION | | | | |
| | | | | POS. CODE | CONTROL | | | | |
| A | 1432 | 01244 | 10000 | | | Pharmaceutical Rebates | \$631,202 | \$631,202 | Human Resources |
| TOTAL REVENUES | | | | | | | <u>\$0</u> | <u>\$631,202</u> | |
| GRAND TOTAL | | | | | | | <u>\$631,202</u> | <u>\$631,202</u> | |