



# City of Austin

## Recommendation for Action

---

**File #:** 24-6331, **Agenda Item #:** 28.

12/12/2024

---

### **Posting Language**

Authorize negotiation and execution of a contract for managed services and support for Ultimate Kronos Group software applications for electronic time keeping for the Financial Services Department with Vertosoft LLC d/b/a Vertosoft for an initial term of one year with two one-year extension options, for a total contract amount not to exceed \$2,300,000. Funding: Funding in the amount of \$655,200 is available in the Fiscal Year 2024-2025 Operating Budget of the Financial Services Department. Funding for the remaining contract term is contingent upon available funding in future budgets.

### **Lead Department**

Financial Services Department.

### **Client Department(s)**

Financial Services Department.

### **Fiscal Note**

Funding in the amount of \$655,200 is available in the Fiscal Year 2024-2025 Operating Budget of the Financial Services Department.

Funding for the remaining contract term is contingent upon available funding in future budgets.

### **Purchasing Language:**

Multiple cooperative purchase programs were reviewed for these services. The Financial Services Department has determined this contractor best meets the needs of the Financial Services Department to provide these services required for the City.

### **MBE/WBE:**

Cooperative Agreement contracts are exempt from the City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program); therefore, no subcontracting goals were established.

### **For More Information:**

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at [FSDCentralProcurementRCAs@austintexas.gov](mailto:FSDCentralProcurementRCAs@austintexas.gov) or 512-974-2500.

### **Additional Backup Information:**

The contract will provide managed services and support for the Ultimate Kronos Group (UKG) software applications Pro Workforce Management (WFM), Telestaff and Clocks. Historically, the City had been using paper timesheets. Between the years 2021 and 2024, all City departments transitioned to UKG Pro WFM as a digital timekeeping solution. This contract for managed services is needed to support software and issue remediation and product upgrades.

The Omnia Partners Public Sector is a cooperative purchasing association recognized under Texas procurement statutes. Cooperative associations, themselves or using a lead government, competitively solicit

and award contracts that are eligible for use by other qualified state and local governments. Due to their substantial volumes, larger than any one government could achieve independently, cooperative contracts routinely include superior terms, conditions, and pricing. Use of cooperative contracts also results in lower administrative costs and time savings.

A delay in contract approval could impact the City's ability to track time worked and to generate payroll.