



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Details

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**File #:** 16-0940      **Version:** 1      **Name:** Workforce Software LLC  
**Type:** Contract Amendment (Technology)      **Status:** Approved  
**File created:** 1/5/2016      **In control:** Board of Commissioners  
**On agenda:** 2/10/2016      **Final action:** 2/10/2016  
**Title:** PROPOSED CONTRACT AMENDMENT (TECHNOLOGY)

Department(s): Office of Enterprise Resource Planning

Vendor: Workforce Software LLC, Livonia, Michigan

Request: Authorization for the Chief Procurement Officer to increase contract

Good(s) or Service(s): Enterprise Time and Attendance System

Current Contract Period: 12/31/2013 - 12/30/2016 with two (2) one-year renewal options

Proposed Contract Extension Period: N/A

Total Current Contract Amount Authority: \$7,925,590.00

Original Approval (Board or Procurement): 12/4/2013, \$7,925,590.00

Previous Board Increase(s) or Extension(s): N/A

Previous Chief Procurement Officer Increase(s) or Extension(s): N/A

This Increase Requested: \$786,812.44

Potential Fiscal Impact: FY 2016 \$786,812.44

Accounts: 1402908733/579

Contract Number(s): 11-53-051

Concurrences:

The vendor has met the Minority and Women-owned Business Enterprise Ordinance.

The Chief Procurement Officer concurs

The Bureau of Technology concurs

Summary: The Office of Enterprise Resource Planning seeks to increase the following services from WorkForce Software:

- (a) Additional User Acceptance Testing (UAT) support/training;
- (b) Additional enterprise employee training;
- (c) Increasing enterprise rollout phases from 5 to 6;
- (d) Additional professional services to due to additional services.

Based upon lessons learned from the Pilot implementation of Time and Attendance, the project team

has identified the necessity of expanding the enterprise UAT process with additional vendor support and training for County agencies. This will also allow for a segmented Enterprise UAT which allows for increased focus on each County agency.

The original contract allowed only for ‘Train the Trainer’ model activities, which has proven to be an unsuccessful model of training based upon past Enterprise rollout experience. This expanded training includes instructor led courses, E-Learning modules, and job aides.

In addition to the necessity of expanding enterprise UAT activities, based upon the Pilot implementation, it has become clear that an additional enterprise rollout phase will be needed in order to ensure successful launch of the larger County agencies. Additional vendor support and availability will be required to handle the additional rollout phase.

Finally, due to the complex and dynamic nature of the County’s payroll rules, additional configuration and testing of the system is required to ensure a functional system for all County agencies.

The contract was awarded through the Request for Proposals (RFP) process in accordance with the Cook County Procurement Code. Workforce Software, LLC. was awarded this contract based on established evaluation criteria.

**Sponsors:**

**Indexes:** (inactive) F. THOMAS LYNCH, Director, Enterprise Resource Planning (ERP)

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
2/10/2016	1	Board of Commissioners	approve	Pass