

**RESOLUTION****ROCK COUNTY BOARD OF SUPERVISORS**

Sarah Holford  
INITIATED BY



8/4/2022  
DATE DRAFTED

**Authorizing Purchase of Ceridian Dayforce**

**WHEREAS**, in late 1997, the Rock County Information Technology Department procured a then-modern electronic Human Resources and Payroll system to replace what had until then been a home-grown payroll system; and

**WHEREAS**, the software system purchased, Highline Payroll and Employee Records, allowed Rock County to modernize its payroll and employee records management systems; and

**WHEREAS**, in 2018, Highline was purchased by NeoGov, another software company that has experience delivering HR related software to public entities. The County decided to continue its relationship with NeoGov and work towards once again modernizing our systems in order to bring a cloud-based HR and payroll system that provides more user self-service features and a better internal user experience; and

**WHEREAS**, after attempting to work with NeoGov on transiting Highline to a modern cloud-based system, NeoGov was unable to deliver a product with the stability, feature set, and user experience that the County was seeking, notifying the County in December of 2021 that the upgrades sought were still a year away; and

**WHEREAS**, the County's existing HR Information System, provided by NeoGov, will reach its end-of-life in October of 2023; and,

**WHEREAS**, a cloud-based HR/Payroll system will align with the County's goal to move key systems to a Cloud Hosted environment; and,

**WHEREAS**, new capabilities and increased efficiencies while providing a holistic application that can be incorporated for all Rock County departments allowing for improved accessibility to information, and hardware/software efficiencies; and,

**WHEREAS**, given the County's HR and Payroll needs, RockIT, HR, and Finance staff thought that it was advisable to see what solutions existed in the broader market so that the best, most informed, and most cost effective decision could be made for a modern cloud-based human resources and payroll information system; and

**WHEREAS**, the Information Technology, Finance and Human Resources departments issued a Request for Proposals ("RFP") seeking software that would provide a feature-rich, cloud-based solution to the County's human resources and payroll information systems needs.

**WHEREAS**, there were four vendor who responded to the RFP. Their written responses were reviewed and evaluated and eventually three vendors were invited to conduct comprehensive day long demonstrations of their software; and

**WHEREAS**, based upon the vendor's written submissions, their demonstrations, and feedback from an external review by a neutral third-party, the RFP evaluation team identified Ceridian's "Dayforce" as the product that best met the County's requirements; and,

**WHEREAS**, moving to Ceridian's cloud-based system, Dayforce, will provide new and improved capabilities for Finance and Human Resources.

**NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this 11th day of August, 2022 authorize the purchase agreement with Ceridian for the amount

not to exceed \$650,248 for the purchase of Dayforce and the FY 2022 budget be amended as follows.

Account	Budget	Increase (Decrease)	Amended Budget
Source of Funds 19-1921-0000-47010 General Fund	\$92,548	\$110,413	\$202,961
Use of Funds 07-1447-0000-67135 Software Upgrade Project	-0-	\$110,413	\$110,413

FISCAL NOTE:

This resolution approves a contract for the purchase and implementation of a new HR/Payroll system. This resolution also amends the budget for the estimated expenditures to occur in FY 2022, to be funded by a transfer from the general fund. The remainder of the project costs will need to be included in the FY 2023 budget.

Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §§ 59.01 and 59.51, Wis. Stats. In addition, § 59.52(29), Wis. Stats., requires the project to be let to the lowest responsible bidder. As an amendment to the adopted 2022 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to § 65.90(5)(a), Wis. Stats.

Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Randy Terronez  
Assistant to the Administrator

Committee Action

Finance Committee

Finance Committee recommended this resolution for approval by a unanimous voice vote.

## PROPOSAL SUMMARY FORM

**PROJECT #:** 2022-19  
**PROJECT:** HUMAN RESOURCES INFORMATION SYSTEM APPLICATION  
**PROPOSAL DUE DATE:** APRIL 12, 2022 – 1:30 P.M. (LOCAL TIME)  
**DEPARTMENT:** ROCK COUNTY

	CERIDIAN	TYLER	UKG	NEGOV
<b>RESPONSIVENESS</b>	98	77	85	45
<b>EXPERIENCE</b>	88	90	80	10
<b>USEFULNESS</b>	97	68	88	10
<b>PROJECT COST</b>	80	89	50	25
<b>TOTAL SCORE</b>	<b>363</b>	<b>324</b>	<b>303</b>	<b>90</b>

## Proposals were evaluated on the following criteria:

1. Responsiveness to the requirements set forth in this proposal (max. 25 pts.)
2. Experience with like or similar projects, including samples of previous projects (max.25 pts)
3. Usefulness of feature sets provided by the vendor's software (max. 25 pts)
4. Project cost (max. 25 pts.)

The 4 vendors were the only to submit proposals. After evaluations it has been determined we would go with Ceridian.

Request for Proposals was advertised in the Janesville Gazette and on the Internet. One additional vendor was solicited that did not respond.

**PREPARED BY:** SHILO TITUS, PURCHASING MANAGER

**DEPARTMENT HEAD RECOMMENDATION:** \_\_\_\_\_  
SIGNATURE
DATE

**GOVERNING COMMITTEE APPROVAL:** \_\_\_\_\_  
CHAIR
DATE

## **Executive Summary**

Rock County Information Technology Department procured a new Human Resources and Payroll system in late 1997 to replace a home-grown payroll system. The system purchased was called the Highline Payroll and Employee Records application. Highline was purchased by NeoGov in 2018 and Rock County stayed with NeoGov to preserve the long-standing relationship with both the software and the company. NeoGov has failed to provide a cloud-based solution with the features needed by Rock County. In December of 2021, NeoGov communicated that the upgrades that Rock County was waiting for were still a year away.

Rock County IT began to look for a replacement product. Rock County IT collected system requirements from Human Resource, Finance, Rock Haven, Public Health, Human Services, Public Works, and the Sheriff's Office to compose a request for proposal (RFP.) Four vendors responded to the RFP: NeoGov, UKG (Kronos), Tyler Technologies and Ceridian. Three vendors were invited to perform one-day system demonstrations. Finally, two vendors were invited back to perform a final demonstration. In total 33 hours were spent reviewing the products to make sure the selected product met the County needs. The RFP review panel consisted of: Human Resources, Finance, County Administration, and Information Technology. We included an external review by a neutral third party (Benefit Technology Resources) to assess the vendors and share insight as to best partner. Through a collaborative review, the final vendor selected was Ceridian.

The benefit of moving forward with a new cloud-based application is that it reduces Rock County's risk of supporting the hardware needed for this system.

The Dayforce application will support system enhancements that will allow for a reduction of workforce time with administrative functions, simplify the payroll process, remove the use of paper timesheets, improve our onboarding and offboarding processes, and personnel management, as well as other enhancements that align with the HueLife recommendations.

The existing NeoGov product will reach its end of life in October of 2023.

Rock County IT is requesting authorization to purchase this application to replace the current NeoGov application for a total not to exceed \$650,248.00.