

# CONSENT ITEM

<b>CONTRACT ID:</b>	<b>HRMS Consultant Services – Amendment to Contracted Rates</b> <b>Contract # 17-16-0017-00</b> <b>Vendor: Cognizant Technology Solutions U.S. Corporation</b>
<b>BUDGETED</b>	Yes, funding to be included in the Annual Operating Budget for each respective contract term year.
<b>CONTRACT AMOUNT</b>	On December 7, 2016, the Board approved this contract for an amount of \$450,000 for total contract term, including renewals, of six (6) years. This Consent Item will not increase the contract amount previously approved.
<b>CONTRACT HISTORY</b>	This Human Resources Management System (HRMS) consulting services contract was approved by the Board of Governors on December 7, 2016. Services have focused on assisting Citizens HR Staff with updates, configurations, custom reports, integrations, conversions and other tasks relating to Citizens' HR Management systems.
<b>CONTRACT TERM(S)</b>	The Board approved an initial term of three years and a renewal term of up to three additional years. Citizens' staff is satisfied with the vendor's performance and discussions for renewing the contract are underway.
<b>PURPOSE/SCOPE</b>	This Consent Item requests approval to amend the contract to (i) add new positions and rates for consultants to assist Citizens HR Staff with two new systems (the Cornerstone OnDemand Learning Management System and the MyServiceNow Incident Management System); and (ii) add new positions and rates for consultants to assist with the current Oracle Fusion HRM System. All new rates will be comparable to previously negotiated rates for similar positions.
<b>PROCUREMENT METHOD</b>	On August 29, 2016, Citizens issued Request for Proposal (RFP) No. 16-0017 for HRMS Consultant Services. Cognizant Technology Solutions U.S. Corporation met the RFP mandatory requirements and, following a statutorily authorized negotiation process, and with Board approval, the contract was entered.
<b>RECOMMENDATION</b>	Staff recommends that the Citizens Board of Governors:  a) Approve an amendment to Contract # 17-16-0017-00 for the addition of consultant positions and rates consistent with this Consent Item; and  b) Authorize staff to take appropriate or necessary action consistent with this Consent item.
<b>CONTACTS</b>	Violet Bloom, Chief Human Resources Officer Hank McNeely, Director, HR Information Management