

ACTION ITEM

CONTRACT ID:	Legacy Retirement System Support Services <i>Immix Technology, Inc. (Broker for Kronos)</i>
BUDGETED	Yes, funding is included in the approved 2018 HR Budget
CONTRACT AMOUNT	Not to exceed \$30,000 for the 24 month period
CONTRACT HISTORY	<p>Citizens Property Insurance Corporation launched Kronos as its core HR, Payroll and Time Keeping application in 2007, through the GSA contract with Immix. In recent years the annual contract spend with licensing, maintenance, cloud support, Benefits vendor integrations and professional services has been in the \$250,000 to \$300,000 range.</p> <p>With the launch of the Oracle Fusion Cloud ERP (Centerpoint) HCM at the end of 2017, Kronos is being retired as the HR systems of record. However, it is necessary to maintain access to historical data in Kronos in order to appropriately archive employee HR records, including Assignment, Payroll and Timekeeping records contained in Kronos that did not convert to Centerpoint. This Action Item will enable Citizens to archive historical data and employee records on Citizens servers.</p>
CONTRACT TERM(S)	The additional period with minimal licenses and services is for 24 months, beginning May 24, 2018 and ending May 23, 2020.
PURPOSE/SCOPE	This Action Item seeks Board approval for up to two years of basic minimal support and licensing in order to maintain a copy of the existing Kronos application database on a Citizens server. This will enable Citizens staff to archive essential records in a secure proprietary data base which can be used for ongoing historical reporting and records requests, as well as to preserve historical forms such as W2s, for an indefinite period after the Kronos application data base copy is no longer available.
PROCUREMENT METHOD	This contract is established in accordance with Citizens' Purchasing Policy using the Florida Department of Management Services approved contract source GSA/GS 35F-0265X.
RECOMMENDATION	Staff recommends that the Citizens' Board: a) Approve use of the GSA contract with Immix Technology, Inc., (GS 35F-0265X) for the 24 month period described herein for a cost not to exceed \$30,000 for the 24 month period and spend authorization as set forth in this Legacy Retirement System Support Services Action item; and b) Authorize staff to take appropriate or necessary action consistent with this Action Item.
CONTACTS	Violet Bloom, Chief Human Resources Officer Hank McNeely, Director, HR Information Management & Shared Services