



# County of Los Alamos

Los Alamos, NM 87544  
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## Council Meeting Staff Report

August 30, 2016

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<b>Agenda No.:</b>	B.
<b>Indexes (Council Goals):</b>	2016 Council Goal – Quality Governance – Operational Excellence – Maintain Quality Essential Services and Supporting Infrastructure
<b>Presenters:</b>	John Roig
<b>Legislative File:</b>	8528-16

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### Title

Amendment No. 5 to Services Agreement No. AGR3470-09 with High Line Corporation for ePersonality (HR/Payroll) HRIS Software.

### Recommended Action

**I move that Council approve Amendment No. 5 to Services Agreement No. AGR3470-09 with High Line Corporation in the form attached which has been approved as to form by the County Attorney; and I further move that Council authorize the County Manager to execute the Agreement on behalf of the County.**

### County Manager's Recommendation

The County Manager recommends that Council approve the motion as presented.

### Body

On July 30, 2002 Council approved the award of RFP 2002-1352 to High Line Corporation in the amount of \$292,000. Pursuant to this approval the County entered into agreement AGR2248-03 with High Line Corporation to provide a Human Resources System with Payroll and Implementation on September 9, 2002. The product was named Personality. In 2009, County contracted to upgrade the Personality system to ePersonality (eP), under AGR3470-09. This was an upgrade of the existing modules and included required maintenance so that the County would be able to have a supported Human Resources Information System (HRIS) from High Line Corporation.

The term of AGR3470-09 commenced on August 1, 2009 and ended on December 31, 2014. It allows for five (5) additional one (1) year renewal periods. An administrative error precluded bringing the standard agreement renewal to Council in December 2015. Amendment No. 4 extended the agreement through August 31, 2016. The cost included \$71,675 for 2015 maintenance, and a not to exceed maintenance fee of \$75,263 for 2016 which was included in the FY16 Information Management budget.

This proposed amendment would provide for the extension of the term of the Agreement through December 31, 2019 as provided by the original Agreement. The cost includes \$40,530 for services and Oracle Business Intelligence (BI) licensing to move to the ePersonality 4.50 supported product level. Costs also include, not to exceed, maintenance fees of \$79,902 for maintenance year 2018, \$83,895 for maintenance year 2019 and \$88,092 for maintenance year 2020. The total cost of the maintenance and services associated to Amendment No. 5 are \$292,421.

Neither the original Agreement nor Amendment 1 thru 3 addressed future year spending, nor did they provide a spending Cap. Amendment No. 4 added a section addressing and modifying the total cost of the project to \$1,683,604 dollars. This included the projected costs of a potential major upgrade. Amendment No. 5, in section II amends the total cost of the project to \$1,304,080.50 including costs already discussed, which amounts do not include applicable New Mexico Gross receipts taxes (NMGR). The amount is also less than Amendment No. 4 because the major upgrade is now .....

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excluded, and it includes only the costs of the minor upgrade which extends the product only until the ERP is completed.

The benefits of approving Amendment No. 5 to Services Agreement No. AGR3470-09 with High Line Corporation is extending High Line Corporation vendor application and database support to the ePersonality (HR/Payroll) HRIS Software system for the duration of the agreement and through the implementation phase of the Tyler Munis (ERP) project. Benefits include the ePersonality system level up to version 4.5 that will keep the software in a supported state through the duration of the expected ERP implementation.

### **Alternatives**

Alternatives include not implementing maintenance ePersonality (HR/Payroll) HRIS Software.

### **Fiscal and Staff Impact/Planned Item**

Continued use of existing staff resources from Information Technology and Human Resources will be required. This cost is included in the adopted budget for system maintenance.

### **Attachments**

A - AGR3470-09-A5 High Line\_final