



## Legislation Details (With Text)

**File #:** 2021-420      **Version:** 1      **Name:**

**Type:** Resolution      **Status:** Passed

**File created:** 10/26/2021      **In control:** Board of Directors Workshop Meeting

**On agenda:** 11/18/2021      **Final action:** 11/18/2021

**Title:** Proposed Amendment No. 1  
Contract No. 1803978  
Human Resources Information Systems (HRIS) Software as a Service

**Sponsors:** Jeffrey Small

**Indexes:** Information Technology

**Code sections:**

**Attachments:**

| Date       | Ver. | Action By                           | Action                   | Result |
|------------|------|-------------------------------------|--------------------------|--------|
| 11/18/2021 | 1    | Board of Directors Workshop Meeting | Approved                 | Pass   |
| 11/10/2021 | 1    | Operations and Resources Committee  | Recommended for Approval | Pass   |

**Proposed Amendment No. 1**  
**Contract No. 1803978**  
**Human Resources Information Systems (HRIS) Software as a Service**

Agenda of: November 18, 2021

Item No.: **2021-420**

|         |                          |                |
|---------|--------------------------|----------------|
| Amount: | Original Contract Price: | \$2,108,253.00 |
|         | Proposed Amendment No. 1 | 1,494,838.00   |
|         | New Contract Total:      | \$3,603,091.00 |

**TO:** The Honorable  
Board of Directors  
Great Lakes Water Authority

**FROM:** Suzanne R. Coffey, P.E.  
Interim Chief Executive Officer  
Great Lakes Water Authority

**DATE:** October 11, 2021

**RE:** **Proposed Amendment No. 1**  
**Contract No. 1803978**  
**Human Resources Information Systems (HRIS) Software as a Service**  
**Vendor: Ceridian HCM, Inc.**

**MOTION**

Upon recommendation of Jeffrey E. Small, Chief Information Officer, the Board of Directors (Board) of the Great Lakes Water Authority (GLWA), authorizes the Interim Chief Executive Officer (ICEO) to **enter into Contract No. 1803978, Proposed Amendment No. 1 “Human Resources Information Systems (HRIS) Software as a Service” with Ceridian HCM, Inc., at an increased cost of \$1,494,838.00 for a total cost not to exceed \$3,603,091.00, and an increased duration of three years for a total duration of six years;** and authorizes the ICEO to take such other action as may be necessary to accomplish the intent of this vote.

**BACKGROUND**

Ceridian is GLWA's current provider for payroll, timekeeping, and human resource information system services. Ceridian has been providing these services under multiple contracts for almost six years. The original contract No. DWSD-CS-1729, assumed by GLWA on January 1, 2016, for the Dayforce HRIS Software as a Service (SaaS) with Ceridian HCM was approved by the Board of Water Commissioners for the Detroit Water and Sewerage Department on May 13, 2015. In November 2018, GLWA Board of Directors approved Contract No. 1803978 to continue these services for three years.

GLWA issued an RFP for a new ERP system to replace both Ceridian’s Dayforce HRIS and GLWA’s financial software system, BS&A. We are currently in negotiations with the selected vendor. GLWA needs to continue the use of the Ceridian HRIS products until the new ERP is implemented.

**JUSTIFICATION**

Ceridian’s Dayforce Human Resource Information System (HRIS) for the Great Lakes Water Authority facilitates the organization’s ability to manage the entire employee life cycle. System components include payroll administration and processing, benefits administration and processing, workforce management, and talent management (recruitment). Dayforce HRIS is a cloud-based Software as a Service (SaaS) subscription offering from Ceridian which means it is accessible to all team members anytime, anywhere from any device via the Internet.

This amendment will enable GLWA to continue to use Ceridian’s Dayforce as its HRIS until after go-live of GLWA’s future ERP system. Because the new system is not expected to be live until at least January 1, 2024, this amendment is for a three-year term.

**PROJECT MANAGEMENT STATUS**

|                          |                 |                         |
|--------------------------|-----------------|-------------------------|
| Original Contract Time   | Three (3) years | (12/6/2018 - 12/5/2021) |
| Proposed Amendment No. 1 | Three (3) years | (12/6/2021 - 12/5/2024) |
| New Contract Time        | Six (6) years   | (12/6/2018 - 12/5/2024) |

**PROJECT ESTIMATE**

|                          |                 |
|--------------------------|-----------------|
| Original Contract Price  | \$ 2,108,253.00 |
| Proposed Amendment No. 1 | 1,494,838.00    |
| New Contract Total       | \$ 3,603,091.00 |

**FINANCIAL PLAN IMPACT**

**Summary:** Sufficient funds are provided in the financial plan for this contract.

**Funding Source:** Operations & Maintenance (O&M) Budget

**Cost Center(s):** IT Business Productivity Systems (883341)

**Expense Type(s):** Contractual Operating Services (5910-883341.000-617400-WS7900)

**Estimated Cost by Year and Related Estimating Variance:** See table below.

| <u>Fiscal Year</u>              | <u>Amount</u>     |
|---------------------------------|-------------------|
| FY 2019 Budget                  | \$480,100.00      |
| FY 2020 Budget                  | 700,000.00        |
| FY 2021 Budget                  | 708,253.00        |
| FY 2022 Budget                  | 469,040.00        |
| FY 2023 Financial Plan          | 498,279.00        |
| FY 2024 Financial Plan          | 498,279.00        |
| FY 2025 Financial Plan          | <u>249,140.00</u> |
| <br>                            |                   |
| Financial Plan Forecast         | \$3,603,091.00    |
| <br>                            |                   |
| Proposed Contract Amount        | \$3,603,091.00    |
| <br>                            |                   |
| Variance (positive/ (negative)) | \$ -              |

#### **COMMITTEE REVIEW**

This item was presented to the Operations and Resources Committee at its meeting on November 10, 2021. The Operations and Resources Committee unanimously recommended that the GLWA Board adopt the resolution as presented.

#### **SHARED SERVICES IMPACT**

This item does not impact the shared services agreement between GLWA and DWSD.