

BOARD OF PUBLIC WORKS AND SAFETY
Agenda Request Form

(Form B-01-2012)

Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard. Please make sure that your contact information is accurate in case we need to get in touch with you. The Board of Works meets on the 1st and 3rd Monday of each month at 5:00 p.m. in City Hall located at 70 E. Monroe Street.

Date Submitted:	09/13/17	Meeting Date:	09/18/17
Contact Information:			
Requested by:	Clerk-Treasurer Jayne Rhoades		
On Behalf of Organization or Individual	City of Franklin		
Telephone:	317-736-3609		
Email address:	jrhoades@franklin.in.gov		
Mailing Address:	70 E. Monroe St., Franklin, IN 46131		
Describe Request			
Request Approval of Kronos Timekeeping Upgrade			
List Supporting Documentation Provided:			
Statement of Kronos Upgrade & Order Form			
Who will present the request?			
Name:	Jayne Rhoades & Rick Littleton	Telephone:	317-736-3609

In order for an individual and/or agency to be considered for new business on the Board of Works agenda, this reservation form and supporting documents must be received in the Mayor's office no later than 4:00 p.m. on the Wednesday before the meeting.



Statement of Work for CITY OF FRANKLIN

Workforce Central On Premise Upgrade

Sales Executive	Barry Madsen
Author	Melanie Berg
Expiration Date	9/13/2017
Quote Number	2017-38952
Revision #	1
Opportunity ID	Opp-185704
Status	Approved
Customer SID	6087622

Overview

This Statement of Work ("SOW") provides an overview of the project including scope, approach, costs, and how the project will be managed. To support a successful implementation, the customer will provide the required internal project resources.

Project Objectives

Upgrade to Workforce Central v8 to take advantage of features and functionality that drive ease of use.

Proposed Solution

Module	Project Type
Workforce Timekeeper	Upgrade
Workforce Manager	Upgrade
Workforce Employee	Upgrade
Workforce Integration Manager	Upgrade
Workforce Accruals	Upgrade

Project duration is expected to be 8 weeks, based upon our experience with our customers and products. Depending upon the preparation and engagement of your organization, there may be opportunity to complete the project in a compressed duration. However, if project resources are unprepared or unavailable, the duration of the project may need to be extended, increasing the budget required to successfully complete this scope of work. Requests for additional scope or activities outside of this planned project scope may be accommodated through the change process. In this circumstance, Kronos may issue a change order to ensure the appropriate budget is available.

Kronos will deliver the scope of this project utilizing a remote approach.



Instructor Led Training

Kronos Instructor Led Training is purchased as Training Points. Training Points allow you to budget for training with the flexibility to adjust your plan during implementation.

Application Administrator training will prepare you to perform daily and periodic system administration tasks. This training may require pre-requisite knowledge of the core solution functionality.

Module	Description
Workforce Timekeeper	Public instructor led training for 1

Train-the-Trainer Programs prepares internal training teams to deliver user training to managers, supervisors and employees.

Module	Description
Workforce Timekeeper	Public instructor led training for 1



Project Approach

The project team will collaborate to establish a project plan with tasks, responsibilities, and milestone dates and provide the foundation for project control. Kronos will complete an environment readiness review with your project team resources to ensure the server environment is available and pre-requisites have been installed. Kronos will perform test upgrade, deploy interfaces and complete validation testing of upgraded environment. Upon completion of customer user acceptance testing, Kronos will complete the upgrade to production.

Project Leadership

Kronos will provide guidance through the life cycle of the project and provide best practices to implement the solution. As the main point of contact, the Kronos Project Manager will partner with the customer project leadership to develop the project plan to ensure objectives are achieved. The Kronos Project Manager will also deliver a collaborative workspace, which will serve as the dashboard for all aspects of the progress of the implementation.

Solution Assumptions

Workforce Central

- 2 Workforce Central environment(s) included in this deployment
- 3 interface(s) included

Workforce Timekeeper

- 2 Standard Timeclocks will be upgraded



Services Investment Summary

This SOW represents a time and materials engagement. Travel expenses are not included and will be invoiced separately as incurred.

Service Type	
Professional Services	\$22,930.00
Educational Services	\$1,600.00
	\$24,530.00



Signatures and Approvals

SUBMITTED AND APPROVED BY KRONOS REPRESENTATIVE

By: _____ Date: _____

Title: _____

This Statement of Work is subject to the CITY OF FRANKLIN's agreement with Kronos governing Professional and Education Services. By signing below, the authorized CITY OF FRANKLIN's representative agrees to purchase the services described herein.

ACCEPTED AND AGREED

CITY OF FRANKLIN

By: _____ Date: _____

Title: _____

CITY OF FRANKLIN may make necessary copies of this document for the sole purpose of facilitating internal evaluation and/or execution of proposed project. Otherwise, the document or any part thereof may not be reproduced in any form without the written permission of Kronos Incorporated. All rights reserved. Copyright 2017.





ORDER FORM

Quote#: 582863 - 1
Expires: 30-SEP-2017
Sales Executive: Madsen, Barry M

Order Type: Upgrade US
Date: 14-SEP-2017
Page: 1/2

Bill To: CITY OF FRANKLIN
70 EAST MONROE STREET
FRANKLIN
IN 46131
United States

Ship To: Attn: RICK LITTLETON
CITY OF FRANKLIN
70 EAST MONROE STREET
FRANKLIN
IN 46131
United States

Solution ID: 6087622

Contact: RICK LITTLETON
Email: rlittleton@franklin.in.gov
Ship To Phone:

Payment Terms: N30
Currency: USD
Customer PO Number:

FOB: Shipping Point
Ship Method:
Freight Term: Prepay & Add

Order Notes:

This order is subject to the terms and conditions of that certain Sales, Software License and Services Agreement (the "Agreement") between Kronos and Customer dated 3-25-08. Notwithstanding the expiration of the Future Purchases provision of the Agreement, the parties hereby agree that the terms and conditions of the Agreement shall be extended to apply to this order.

PROFESSIONAL SERVICES / EDUCATIONAL SERVICES

Item	Quantity	Unit Price	Total Price
PARAGON ONLINE REMOTE TEAM	120 Hours		22,930.00
Project Manager	36 Hours	180.00	
Technology Consultant	38 Hours	215.00	
Integration Consultant	12 Hours	180.00	
Solution Consultant	34 Hours	180.00	
BILL-AS-YOU-GO INSTRUCTOR LEAD TRAINING	1600 Points	1.00	1,600.00
Total Price			24,530.00

QUOTE SUMMARY

Description	Total Price
Subtotal	24,530.00
Deposit	0.00
Tax	0.00
Grand Total	24,530.00

CITY OF FRANKLIN

Signature: _____

Name: _____

Title: _____

Effective Date: _____

Kronos Incorporated

Signature: _____

Name: _____

Title: _____

Effective Date: _____

Invoice amount will reflect deposit received. All professional services are billed as delivered with a payment term of Net Upon Receipt. Unless otherwise indicated above, this order is subject to the attached terms and conditions which the customer acknowledges have been read. THIS ORDER IS SUBJECT TO APPLICABLE TAXES. THE TAX AMOUNT SHOWN ON THIS ORDER IS ONLY AN ESTIMATE. THE ACTUAL TAX AMOUNT TO BE PAID BY CUSTOMER WILL BE SHOWN ON CUSTOMER'S INVOICE. The JBoss® Enterprise Middleware components embedded in the Software are subject to the End User License Agreement found at http://www.redhat.com/licenses/jboss_eula.html. Shipping and handling charges will be reflected on the final invoice.