



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Todd Billeci, County Probation Officer  
Date: July 24, 2018

Subject: Kronos Incorporated Workforce Software Support Services and Hardware

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the County Probation Officer, or designee, to execute a Support Services Quote and Order Form Detail, and increase the payment limit under the existing contract with Kronos Incorporated, in the amount of \$62,000 to a new payment limit of \$271,892, effective April 18, 2018, for the purchase of additional Kronos Workforce scheduling and Timekeeping software, services and equipment, with no extension in the term of the contract.

**FISCAL IMPACT:**

\$62,000, 100% General Fund

**BACKGROUND:**

On December 20, 2016 the Board of Supervisors approved Probation to contract with Kronos Incorporated for scheduling and timekeeper software in the amount of \$209,892. Since that time Probation has worked with Kronos to install the Workforce and Timekeeper software service for the Juvenile Hall (JH) and the Orin Allen Youth Rehabilitation Facility (OAYRF) to improve scheduling efficiency. When complete, the Telestaff software will be configured to call staff when open shifts are available; freeing time for the Institutional

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **07/24/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: July 24, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Danielle Fokkema,  
925-313-4195

By: June McHuen, Deputy

cc:

Supervisors who are manually making calls now. Initial plans included only one access card reader each for JH and OAYRF. The addition of a second

#### BACKGROUND: (CONT'D)

card reader, plus applicable support services and licenses, is necessary at each location to allow staff to sign in and out at the most convenient entrance. Execution of the Support Services Quote and Order Form, and the payment limit increase will allow Probation to procure the software, services and equipment. The software, services and equipment are being purchased through the U.S. Communities Government Purchasing Alliance that the County participates in. The County is agreeing to the terms and conditions contained in the contract between Kronos and Harford County Public Schools, Maryland (Lead Agency Contract #14-JLR-003). Contracting through the U.S. Communities alliance allows Probation to save over \$4,600 a year. The software is hosted by Kronos, which means the software and timekeeping data are stored on Kronos's servers or its third-party hosts' servers. The contract provides that data will be backed up daily and adheres to industry standards (SSAE 16, SOC 1, and SOC 2) with respect to data security.

#### CONSEQUENCE OF NEGATIVE ACTION:

The potential for a bottleneck of staff at the card reader at shift changes with only one device at each location. No service and support agreements for the card reader.

#### CHILDREN'S IMPACT STATEMENT:

Not applicable.