



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: November 1, 2022
Subject: Kronos Workforce Telestaff

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute an amended software and services agreement with Kronos Incorporated to increase the payment limit by \$295,000 to a new payment limit of \$895,000 for personnel scheduling software and automate payroll functions, and extend the contract expiration from July 10, 2023 to December 31, 2023, with continued monthly service fees until terminated.

FISCAL IMPACT:

100% Sheriff Budgeted

BACKGROUND:

Contra Costa County Office of the Sheriff Fiscal Unit is currently using Kronos Workforce Telestaff to manage staffing, build schedules and rosters, automate scheduling communication, and mobilize scheduling and FEMA reporting for the emergency activation of personnel during a major disaster or unusual occurrence. Kronos Workforce Telestaff is also currently used by the Office of the Sheriff's Payroll Unit to incorporate payroll integration and automation to track, manage, and control employee time and attendance.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **11/01/2022** ☒ 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: November 1, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Abigail Balana,
925-655-0008

cc:

BACKGROUND: (CONT'D)

The software, services, and equipment are being purchased through the Omnia Partners LLC Purchasing Alliance, in which the County previously participated. The County agrees to the terms and conditions contained in the contract between Kronos and Cobb County, Georgia (Lead Agency Contract #18220). Contracting through the U.S. Communities Purchasing Alliance allowed the Office of the Sheriff to save over \$39,000 in three years.

The software is hosted by Kronos, which means the software and timekeeping data are stored on Kronos' servers or its third-party hosts' servers. The current 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. As Kronos maintains employee data on their systems, Kronos requests that the County indemnify Kronos in the event any employee data in the hosted database violates any person's right of privacy. Under the agreement, Kronos is not obligated to defend the County in the event any employee data is disclosed due to a breach of the Kronos system.

The contract extension is required to align the County agreement with the annual software and services billing. The additional funds are necessary to secure ongoing systems and technical support during the final implementation phases of the Telestaff project, to include project management, program consultation, training, technical account management and assistance.

CONSEQUENCE OF NEGATIVE ACTION:

The Office of the Sheriff will be unable to track assignments, manage day-to-day scheduling, or deploy personnel for emergency events.