



**NORTH BAY VILLAGE**  
EST. 1945

## North Bay Village Recommendation Memorandum

**ITEM NO. 11.D**

**DATE:** February 13, 2024

**TO:** Honorable Mayor, Vice Mayor and Members of the Village Commission

**FROM:** Evelyn Herbello, Human Resources Manager

**SPONSORED BY:** Ralph Rosado, PhD., AICP, Village Manager

**SUBJECT:** A Resolution Approving a Contract with UKG for Human Resources and Payroll System to Automate the Human Resources Department and Amending the 2023-2024 Budget to Provide for the System Expenditures - Village Manager Ralph Rosado, PhD, AICP (Human Resources Manager Evelyn Herbello)

### RECOMMENDATION

**A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AUTHORIZING THE PURCHASE OF HUMAN RESOURCES AND PAYROLL SYSTEM SOFTWARE FROM KRONOS SAASHR, INC. D/B/A UKG UTILIZING THE TERMS AND CONDITIONS OF COBB COUNTY, GEORGIA, CONTRACT #18221; PROVIDING FOR AUTHORIZATION; AMENDING THE BUDGET FOR FISCAL YEAR 2023-2024; AND PROVIDING FOR AN EFFECTIVE DATE.**

It is recommended that the Village Commission approve a contract with UKG, allowing the Village to fully automate the new Human Resources/payroll system.

### BACKGROUND AND ANALYSIS

The Human Resources Department is seeking the Village Commission consideration and approval to implement a new HR/payroll system aim to achieve full automation. The transition not only promises substantial financial savings but also brings a sense of satisfaction to North Bay Village employees and Managers. The adoption of a more sophisticated platform is anticipated to streamline operations by eliminating numerous manual, time-consuming processes involving paper and spreadsheets.

The following is an overview comparing the cost savings between the current software and the proposed platform:

#### **ADP(Current HR/Payroll System):**