

City of Las Cruces®

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 4

Ordinance/Resolution# 11-12-386

For Meeting of _____
(Ordinance First Reading Date)

For Meeting of March 19, 2012
(Adoption Date)

Please check box that applies to this item:

QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

TITLE: A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 IN THE AMOUNT OF \$12,274.40 TO THE CONTRACT BETWEEN THE CITY OF LAS CRUCES AND KRONOS INC., FOR 60 ADDITIONAL LICENSES FOR THE LAS CRUCES POLICE DEPARTMENT, FOR A TOTAL PURCHASE ORDER AMOUNT OF \$60,064.40.

PURPOSE(S) OF ACTION:

To authorize a change order.

COUNCIL DISTRICT: N/A		
Drafter/Staff Contact: L. Padilla-Nunley	Department/Section: Police/ Admin	Phone: 528-4135
City Manager Signature:		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

Upon acceptance and approval of the City's FY 2012 proposed budget, City Council authorized the Police Department's capital purchase request for 190 TeleStaff enterprise software user licenses (with accompanying support services and web access) for the amount of \$47,790.00. The TeleStaff enterprise software is an automated recall staffing system that is currently being used by both City Fire and Police Departments. The original Purchase Order reflecting the approved purchase request is listed as Attachment "A", hereto and made part of this resolution.

During the course of implementing the project, it was identified that an additional 60 enterprise software licenses, and subsequent support services and Web access, were needed for police personnel. Change Order No. 1; Attachment "B", hereto and made part of this resolution, reflects the required increase and associated costs. This Change Order will increase the original contract amount from \$47,790.00 to \$60,064.40, for a net change of \$12,274.40.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Purchasing Manager's Request to Contract.
3. Attachment "A", Purchase Order 12201094.

(Continue on additional sheets as required)

4. Attachment "B", Change Order No. 1; Kronos Order Form.

SOURCE OF FUNDING:

Is this action already budgeted?	Yes	<input checked="" type="checkbox"/>	See fund summary below
	No	<input type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from: _____
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
		<input type="checkbox"/>	Proposed funding is from fund balance in the _____ Fund.
Does this action create any revenue?	Yes	<input type="checkbox"/>	Funds will be deposited into this fund: _____ in the amount of \$ _____ for FY _____.
	No	<input checked="" type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

\$68,000.00 was budgeted for FY 2012 in Fund 1000: General Fund under account number 10807010-851200: Police Administration-Major Equipment. To date, encumbrances total \$51,768.47 of which \$47,790.00 is for PO 12201094: the original purchase request for the software licenses. This change order will increase the PO by \$12,274.40, thereby leaving a balance of \$3,957.13 in the account.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
General Fund	10807010-851200	\$12,274.40	\$16,231.53	\$3,957.13	Expensed as needed by the department.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will approve the Resolution, authorizing City staff to execute Change Order No. 1 and allow the project to proceed in a timely manner.
2. Vote "No"; this will not approve the Resolution. Therefore, staff would need to seek other options to use the remaining fund balance.
3. Vote to "Amend"; this will direct staff to proceed as amended by City Council.
4. Vote to "Table"; this will direct staff to review other options.

REFERENCE INFORMATION:

N/A

(Continue on additional sheets as required)

RESOLUTION NO. 11-12-386

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 IN THE AMOUNT OF \$12,274.40 TO THE CONTRACT BETWEEN THE CITY OF LAS CRUCES AND KRONOS INC., FOR 60 ADDITIONAL LICENSES FOR THE LAS CRUCES POLICE DEPARTMENT, FOR A TOTAL PURCHASE ORDER AMOUNT OF \$60,064.40

The City Council of the City of Las Cruces is informed that:

WHEREAS, the City of Las Cruces Police Department is in the process of installing the TeleStaff automated recall staffing system; and

WHEREAS, Kronos, Inc., has been awarded the contract; and

WHEREAS, during the course of the project it has been identified that an additional 60 licenses in the amount of \$12,274.40 is required, for a total Purchase Order amount of \$60,064.40; and

WHEREAS, City staff believes that it is in the City's best interest to proceed with this change order and to maximize the benefit of this project.

NOW, THEREFORE, Be it resolved by the governing body of the City of Las Cruces:

(I)

THAT, City staff is authorized to execute Change Order No. 1 to compensate Kronos, in the amount of \$12,274.40; Exhibit "A", attached hereto and made part of this resolution.

(II)

THAT City staff is hereby authorized to do all deeds as necessary in the accomplishment of the herein above.

DONE AND APPROVED on this _____ day of _____, 20__.

APPROVED:

Mayor

ATTEST:

City Clerk

{SEAL}

Moved by: _____

Seconded by: _____

VOTE:

Mayor Miyagishima: _____

Councillor Silva: _____

Councillor Smith: _____

Councillor Pedroza: _____

Councillor Small: _____

Councillor Sorg: _____

Councillor Thomas: _____

APPROVED AS TO FORM:



City Attorney

CITY OF LAS CRUCES

PURCHASING MANAGER'S REQUEST TO CONTRACT

For Meeting of: March 19, 2012

Resolution No.: 11-12-386

Change Order To Existing Sole Source Contract For 60 Additional TeleStaff Licenses

The Las Cruces City Council is provided the following information concerning this request:

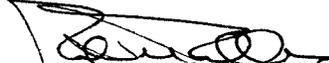
SOLICITATION INFORMATION:

1. Description: **TeleStaff License and Annual Software Agreement**
2. Using Department: **Las Cruces Police Department**
3. Contract Revision:

Previous Contract Award Amount:	\$47,790.00
Change Order Amount:	\$12,274.40
New Contract Amount:	\$60,064.40
4. Vendor: **Kronos Inc., of Irvine, CA**
5. Contract Duration: **One Year**

PROCUREMENT CODE COMPLIANCE:

The City of Las Cruces Procurement Code was administered in the conduct of this procurement and approval to purchase is hereby requested pursuant to **Section 24-95**.


Purchasing Manager

13/2/2012
Date

CONFIRMATION OF FUND ENCUMBRANCE:

REQUISITION OR PURCHASE ORDER NUMBER:	PO 12201094
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Fiscal Code C
 Revisions 000
 Fiscal Period 03
 Expiration Date 06/30/2012

 THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKAGES AND SHIPPING PAPERS.
 Purchase Order # **12201094**
BILL TO

 BILL
 P. O. BOX 20000
 ATTN: DISBURSEMENTS
 LAS CRUCES, NM 88004

 FEDERAL TAX I.D. 85-6000147
 NM CRS # 01-406383-00-2

VENDOR

 4318
 KRONOS INCORPORATED
 PO BOX 845748
 BOSTON, MA 01824

SHIP TO

 POLICE
 217 E PICACHO AVE
 ATTN: POLICE DEPT.
 LAS CRUCES, NM 88001
 Phone: 575-528-4200
 FAX: 575-528-4136

Date Ordered	Date Required	Payment terms	Freight Method / Terms	Bid / RFP No.	Requisition Number
09/30/2011	06/30/2012		FOB DEST FFA/NET30		12101077
Vendor Number	Vendor Fax Number	Vendor E-mail Address		Special Instructions	
4318	714-703-3077			ADMIN/L.NUNLEY/575-528 4200	
Item#	Description/Part No.	Qty	UOM	Cost Each	Extended Price
1	<i>PO Requisitioner Name: Laurie Padilla</i> TELESTAFF ENTERPRISE SOFTWARE LICENSE FOR 190 POLICE STAFF MEMBERS, PER QUOTE, PIGGYBACK OFF OF LCFD CONTRACT THAT WAS SIGNED 10/5/2004	1	Ea	\$26,600.00	\$26,600.00
2	TELESTAFF IMPLEMENTATION SERVICES FOR 190 POLICE STAFF MEMBERS, PER QUOTE, PIGGYBACK OFF OF LCFD CONTRACT THAT WAS SIGNED 10/5/2004	1	Ea	\$11,000.00	\$11,000.00
3	TELESTAFF PHASE 2 IMPLEMENTATION SERVICES FOR 190 POLICE STAFF MEMBERS, PER QUOTE, PIGGYBACK OFF OF LCFD CONTRACT THAT WAS SIGNED 10/5/2004	1	Ea	\$5,000.00	\$640.00
4	ONE YEAR OF PDSI-HOSED WEB ACCESS FOR 190 STAFF MEMBERS, SYBASE CONCURRENT CONNECTION (1) QTY:8, PER QUOTE, PIGGYBACK OFF OF LCFD CONTRACT THAT WAS SIGNED 10/5/2004	1	Ea	\$1,000.00	\$1,000.00
5	AUCTIONS SOFTWARE LICENSE FOR 190 STAFF MEMBERS, PER QUOTE, PIGGYBACK OFF OF LCFD CONTRACT THAT WAS SIGNED 10/5/2004	1	Ea	\$9,500.00	\$8,550.00
10807010 - 851200				47,790.00	

IMPORTANT: Vendor agrees to accept City terms and conditions.

Purchase Order Total
47,790.00



ORDER FORM

Quote#: 265431 - 1
Expires: 31-DEC-2011
Prepared By: Chapin, Christopher David

Order Type: Upgrade US
Date: 18-NOV-2011
Page: 1/2

Bill To: Attn:LAURIE PADILLA
 LAS CRUCES POLICE
 217 E PICACHO AVE
 LAS CRUCES
 NM 88004
 United States

Ship To: Attn:LAURIE PADILLA
 LAS CRUCES POLICE
 217 E PICACHO AVE
 LAS CRUCES
 NM 88004
 United States

Solution ID: 6104333

Contact: Laurie Padilla
Email: lpadilla@las-cruces.org

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 TeleStaff Software License Agreement between Principal Decision Systems International ("PDSI") and Customer dated 9/28/11. By signing this order, Customer acknowledges and agrees that Kronos Incorporated, as the parent company of PDSI, is the assignee and successor in all rights and obligations of PDSI under such Agreement.

Your Kronos solution includes:

SOFTWARE

Item	License/Qty	Total Price
TELESTAFF ENTERPRISE V2	60	
TELESTAFF WEB ACCESS V2 - TSG HOSTED	60	
	Total Price	\$8,400.00

SUPPORT SERVICES

Item	Duration	Total Price
PLATINUM SUPPORT SERVICE	1 YR	\$2,100.00
	Total Price	\$2,100.00

*Support values listed above are total for all applicable products in each section of this Order Form

Item	Quantity	Total Price
WEB ACCESS	1	\$1,176.00
	Total Price	\$1,176.00

QUOTE SUMMARY

Description	Total Price
Subtotal	\$11,676.00
Deposit	(\$0.00)
Tax	\$598.40
Grand Total	\$12,274.40

Kronos | Time & Attendance • Scheduling • Absence Management • HR & Payroll • Hiring • Labor Analytics

Kronos Incorporated 297 Billerica Road Chelmsford, MA 01824 (800) 225-1561 (978) 250-9800 www.kronos.com

LAS CRUCES POLICE

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.