



Agenda Item No. (7)

To: Finance-Auditing Committee/Committee of the Whole  
Meeting of June 23, 2022

From: Cody Smith, Director of Accounting  
Fang Lu, Chief Technology Director  
Kellee J. Hopper, Deputy General Manager, Administration and Development  
Joseph M. Wire, Auditor-Controller  
Denis J. Mulligan, General Manager

Subject: **AUTHORIZE EXECUTION OF THE SEVENTH AMENDMENT TO  
CONTRACT NO. 2019-D-067, INTERIM TEMPORARY STAFFING  
SERVICES, WITH TECHIE BRAINS, INC.**

### **Recommendation**

The Finance-Auditing Committee recommends that the Board of Directors take the following actions relative to the Kronos Timekeeping Project and its integration with the Enterprise Resource Planning (ERP) System Replacement project (Capital Project No. 1810):

1. Authorize execution of the Seventh Amendment to Contract No. 2019-D-067, *Interim Temporary Staffing Services*, with Techie Brains, Inc., (Techie Brains) of Normal, IL to increase the not-to-exceed contract amount by \$130,000 (from \$350,000 to \$480,000). Funding is available in the existing capital and future operating budgets; and,
2. Authorize the General Manager to approve future amendments to the agreement with Techie Brains if deemed in the Golden Gate Bridge, Highway and Transportation District's best interest and if funds are available in the District's Capital/Operating Budget.

This matter will be presented to the Board of Directors at its June 24, 2022, meeting for appropriate action.

### **Summary**

The Kronos Timekeeping System provides a state-of-the-art time and attendance scheduling and leave management system that eliminated the archaic method of paper timekeeping, scheduling and leave management. The Golden Gate Bridge, Highway and District (District) has transitioned a significant portion of its workforce to the Kronos Timekeeping System. This has greatly improved accuracy, reporting, recordkeeping and timeliness.

Techie Brains currently provides specialized professional services for the Kronos Electronic Timekeeping System. Services include troubleshooting, support and maintenance and additional modification of the existing modules. It also includes streamlining and updating older work rules, job assignments and configurations which are not reflective of current work schedules and duties.

Techie Brains also continues to create new interfaces to protect the District's data against future catastrophic events such as system downtime as a result of ransomware attacks and other malicious activities impacting Kronos. Other new interfaces include self-populating holidays in bargaining groups' schedules, perpetually extending the pay period calendar without manual intervention and replicating personnel assignments based on job classifications once employees are hired and promoted. These interfaces, and more, result in operating efficiencies for maintaining the system now and into the future.

As the District moves forward with its Enterprise Resource Planning (ERP) System Replacement Project, Techie Brains will assist in creating interfaces to link the new Tyler Munis ERP to the existing Kronos Time and Attendance system. Without the interfaces, the District may be unable to make the best use of the new ERP to pay the bulk of its employees.

Techie Brains provides agreed to services, billed on an hourly basis at set rates, subject to a not-to-exceed contract cap. That cap now needs to be increased in order to keep Techie Brains working on the next phase of the project. Funds are available in the current capital project budget. Techie Brains has been instrumental to the success of the Kronos project; retaining its skills, experience and knowledge at this critical stage of the transition is important to the overall success of the District's project.

Techie Brains' continued services are important since the COVID-19 pandemic has strained District resources and delayed the transition of the full support of the Kronos system to in-house technical staff. Continuation of Techie Brains' contracted services provides time for the transition to be completed and avoid overburdening existing staff with ERP implementation-related duties such as having to complete interface implementations which have already commenced by Techie Brains.

Techie Brains has not raised its rates over the duration of the contract. Considering the specialized services provided by Techie Brains, the hourly rate is closely aligned with other consultants contracted by the District. Techie Brains services are also applied on an ad hoc basis, only when services are needed are services provided. This arrangement provides the District flexibility to utilize services at the most appropriate timeframes and when need is greatest.

The District's Disadvantaged Business Enterprise (DBE) Program Administrator has determined Techie Brains is not currently certified as a DBE or small business enterprise.

**Contract History**

<b>CONTRACT INITIAL AWARD AND AMENDMENTS TO-DATE</b>			
<b>Type</b>	<b>Date Approved</b>	<b>Description</b>	<b>Amount</b>
Contract Award	Oct-19	Initial Award	\$86,400
First Amendment	May-20	Continue Professional Services	86,400
Second Amendment	Dec-20	Continue Professional Services	50,000
Third Amendment	Mar-21	Continue Professional Services	27,200
Fourth Amendment	May-21	Continue Professional Services	100,000
Fifth Amendment	Nov-21	Continue Professional Services	0
Sixth Amendment	May-22	Continue Professional Services	0
Seventh Amendment	<b>Pending</b>	Continue Professional Services	130,000
<b>Total</b>			<b>\$480,000</b>

**Fiscal Impact**

The fiscal impact of this proposed amendment is \$130,000 of which \$40,000 will be funded in Capital Project #2311 and \$90,000 in the proposed FY 22/23 District Division’s Operating Budget. Project #2311, Enterprise Systems Interface Improvements, has a proposed FY 22/23 capital budget of \$194,000. Of this amount, \$40,000 is earmarked to continue the services for Contract No. 2019-D-067 with Techie Brains, Inc. The remaining portion of the Seventh Amendment, \$90,000, is included in the proposed FY 22/23 operating budget which will improve existing interfaces and creating more efficient interfaces in the future.

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