



Purchasing Division
18 North County Street, 9th Floor
Waukegan, Illinois 60085-4350
Phone 847-377-2992
Fax 847-984-5889
purchasing@lakecountyil.gov

Award Information

Contract Information

Purchase Description: **HR Payroll Services**

Contract Start Date: **March 13, 2018**

Initial Term: **Initial Implementation follows project plan**

Term Dates: **SaaS fees paid upon Go Live Date**

Renewals: **5 one-year renewals for SaaS fees**

Vendor Information

Company Name: **Ultimate Software**

Address: **2000 Ultimate Way**

Street Address

Suite/Unit #

Weston

City

FL

State

33326

ZIP Code

Contact Name: **David Rodriguez**

Funding Account

Description: **Fund 510**

Budget Information: **Included in the 510 funding account**

Department: **Human Resources**

Department Contact: **Rodney Marion**

Award Amount: **\$418,150 annually**

Bid / RFP Information

Registered Vendors: **39** Responses Received: **7**

Intent:

Lake County solicited formal written proposals from payroll service providers to outsource its payroll through comprehensive payroll solution that takes all approved time data and processes the payroll, develops and issues paychecks for employees, calculates and prepares submittals for all pay deductions (for example – union dues, insurance payments, applicable state and federal taxes, retirement deductions), and associated reporting to each entity on the deductions being submitted on behalf of each employee.

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Department Recommendation:

Lake County Purchasing received an opened 7 proposals in response to the HR Payroll Services for Lake County RFP. Seven vendors were invited to participate in the shortlist interview process. Ultimate Software was selected as the top-rated vendor. Ultimate Software has the expertise and background sited to perform all the duties defined in the RFP. Therefore, we are recommending award to Ultimate Software in the amount \$418,150 annually and an owner-controlled contingency in the amount of \$40,000. The initial implementation of the system will include modules for HR/Payroll, Time and Attendance and Talent Acquisition. Other services include leasing and configuration of timeclocks and printing of checks and W2s. Implementation costs are an amount not to exceed \$418,150, with future Software as a Service (SaaS) cost for the following five years in the estimated amount of \$386,724.

As part of the contract, the County has negotiated the cost of implementing three additional modules of Talent Management, Learning Management and Compensation in the amount of \$60,750 that would increase the annual SaaS cost by \$163,620. Should the County wish to pursue Phase II implementation, it will be brought back to the Board for funding and approval.