



CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

Honorable Sean E. Ward, *Chairman, County Legislature*

December 5, 2016 CAB MEETING AGENDA

Board Members Present	Bruce Hidley, County Clerk		
	Philip Calderone, Deputy County Executive		
	Sean War, Chairman of the Legislature		
Department Representatives	Jennifer Clement, HR	Andrew Brisport, DIS	David Reilly, DMB
	Eugenia Condon, Law	Shawn Thelen, DMB	Sarah Cantwell, DMB
	Karen Storm, Purchasing	Shanna Witherspoon, DMB	Allison Russell, DMB
4:05pm Mr. Hidley meeting is called to order.			
Emergency December CAB- Hidley / Calderone / Ward			

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
3257	Renewal	A1432-Human Resources	MM Hayes Company Inc.	Kronos Annual Maintenance Agreement renewal, maintenance for payroll and smartlink interfaces.	1 year	\$39,325.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Ms. Clement states this is a one year agreement with M.M.Hayes, they are a sole provider, for Kronos timekeeping system. Mr. Ward asks how long we have been using this vendor. Ms. Clement states for many years and it's going well and adds that we upgraded the smartlink at the Nursing Home this year. Mr. Ward asks why one year at a time. Ms. Condon notes that is how the vendor issues the renewals. With software upgrades available throughout the year they keep it to one year to allot for increases with new upgrades. Mr. Hidley states this is a good plan. Mr. Calderone motions to approve contract, Mr. Ward seconds the motion. The contract is approved.</p>						
4:08pm Mr. Hidley adjourns the meeting.						

