



MEMORANDUM

To: CMAP Board

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: February 1, 2022

Re: Sole Source Contract Approval with PayTech to Implement Human Capital Management (HCM) system

On November 10, 2021, the CMAP Board approved a contract with Ceridian to provide a fully integrated Human Capital Management (HCM) system that would provide the functionality, efficiencies, flexibility, and innovation required for today's workforce management. When initially planned, project management and implementation of this solution was under the leadership of the agency's HR Director who had previous experience in the implementation of similar HCM solutions. With the departure of the HR Director late November, the agency needs an experienced project manager and implementation support to move this project forward.

In consultation with Ceridian, CMAP identified PayTech as vendor who had twenty plus years of experience in managing and implementing the Ceridian Dayforce product. PayTech has a long-standing relationship with Ceridian and has implemented the products for hundreds of clients. Every PayTech implementation consultant is Ceridian Dayforce certified and can provide full turn-key support in both project management and implementation services. PayTech can also complete this project in the 16-week timeline proposed by Ceridian. The agency believes that PayTech's knowledge and experience with the Ceridian product and implementation will be instrumental in its ability to advance this project to delivery a modern HCM technology platform.

Staff is seeking Board approval to enter a sole source contract with PayTech in the amount of \$150,000 to provide project management and implementation support for the HCM project. Funding for this project is included in the FY2022 Operating budget.

ACTION REQUESTED: Approval

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