



Chicago Metropolitan Agency for Planning

Agenda Item 5.01

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MEMORANDUM

To: CMAP Board

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

Date: May 11, 2022

Re: Contract Approval for Change in Vendor Selection for RFP 252 Outsourced Payroll System and Human Capital Management (HCM) System

CMAP seeks a new payroll and human resources management system that will more effectively integrate applicant tracking, onboarding, off-boarding, performance management, learning management, benefit management, succession planning, employee and manager self-service, leave administration, payroll, time and attendance, and HR analytics and reporting (standard and custom), with the ability to provide mobile functionality, integrate with third-party benefit providers systems, integrate with Microsoft Outlook calendars and the agency's ERP platform. CMAP's vision is to have a solution that meets today's HR business needs and is expandable for future considerations.

On November 10, 2021, the CMAP Board approved the selection of Ceridian and their scope of work for the human capital management (HCM) system. CMAP was unable to reach a satisfactory agreement with Ceridian and ceased negotiations with the vendor. The Committee is seeking Board approval to award the contract to ADP. ADP Workforce solution was a finalist selected by the evaluation committee. ADP provides a comparable solution to Ceridian at an equivalent cost. The ADP solution will allow the agency to accomplish its business objectives.

CMAP staff is seeking Board approval for the award of a three-year agreement with ADP, for a not-to-exceed cost of \$300,000. Support for this contract will be provided by the FY 23-25 Operating grant.

ACTION REQUESTED: Approval