



CITY OF WAUKESHA

Administration

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| Committee: Information Technology Board | Date: 11/4/2020 |
| Common Council Item Number: ID#20-1339 | Date: 11/5/2020 |
| Submitted By: Chris Pofahl | City Administrator Approval: Kevin Lahner, City Administrator KML |
| Finance Department Review: Bridget Souffrant, Finance Director BS | City Attorney's Office Review: Brian Running, City Attorney BR |
| Subject: Review and act on the Amendment to The Ultimate Software Group, Inc. SaaS Model Agreement | |

Details:
The City uses Ultimate Software for payroll, but does not have a test environment. IT industry standards call for all changes to production environment to be first vetted in a test environment. The payroll system is a critical system that needs a test environment. Not being able to test changes to payroll rules can lead to staff being over or underpaid.

Options & Alternatives:
Option 1: Stay with the year-to-year agreement that allows Ultimate to increase our annual rates by 5% annually.

Financial Remarks:
Ultimate Software annual Subscription fee for the test environment is \$12,000.00. This increase was accounted for during the 2021 Operation Budget process.

Executive Recommendation:
Approve the request to add the supplement to the agreement with Ultimate Software Group

