

**ADDENDUM AGREEMENT BETWEEN
COUNTY OF MCHENRY
AND
KRONOS INCORPORATED
TO PURCHASE GOODS AND SERVICES IN ACCORDANCE WITH
THE OMNIA PARTNERS – PUBLIC SECTOR CONTRACT No. 18220**

This Addendum Agreement (hereafter the "Agreement") to purchase pursuant to the terms and conditions of the Omnia Partners – Public Sector, formerly known as U.S. Communities, Contract No. 18220 dated March 18th, as amended (the "Omnia Partners Contract"), is entered into by and between Kronos Incorporated (hereinafter referred to as "Kronos") and the County of McHenry (the "County"), and is executed pursuant to the terms and conditions set forth herein and the effective date set forth below. In consideration of those mutual undertakings and covenants, the parties agree as follows:

SECTION I - INTERPRETATION AND INTENT

- 1.01 The Agreement as referred to herein, shall mean this Agreement executed by the County and Kronos, and shall include the terms and conditions set forth herein, the Exhibits described in Section 2, herein, and attached hereto, and the applicable sections of the terms and conditions of the above referenced Omnia Partners Contract as amended.
- 1.02 The County, as an eligible Participating Public Agency, shall assume the rights and obligations of the Customer (as defined in the Omnia Partners Contract) when making purchases of goods or services under the Omnia Partners Contract, and terms and conditions of the Omnia Partners Contract shall apply to the County as they apply to the Customer, except as otherwise set forth herein.
- 1.03 The Parties agree that for the purposes of this Agreement, only the provisions of **Sections A, B, D, E** and **Section K** of the Omnia Partners Contract shall apply to the initial purchases made by the County under this Agreement. In the event of any inconsistencies between this Agreement and the Omnia Partners Contract, the following order of precedence in the interpretation hereof or resolution of such conflict hereunder shall prevail:
- (i) this Agreement and any amendment(s) to this Agreement; and
 - (ii) the Omnia Partners Contract, only Section A (General Terms and Conditions), Section B (Terms and Conditions for Software Licenses, Software and Equipment Support Services, and Educational and Professional Services), Section D (Kronos Workforce Central SaaS Terms and Conditions), Section E (Kronos Addendum Workforce Telestaff IVR Service), and Section K (Workforce Dimensions Terms and Conditions).

SECTION II - DUTIES OF KRONOS

- 2.01 Kronos shall provide the products and/or services as specified in the Exhibits attached hereto, the terms of which are hereby incorporated and made a part of this Agreement: Order Form – Workforce Central SaaS for SMB attached as Exhibit A to this Agreement, the Order Form for Quote# 657061-1 for Workforce TeleStaff IVR Service attached as Exhibit B to this Agreement, the Workforce TeleStaff Implementation Services Guideline attached as Exhibit C to this Agreement, the Order Form for Workforce Dimensions attached as Exhibit D to this Agreement, and the Scope Statement attached as Exhibit E to this Agreement.

SECTION III - TERM

- 3.01 The term of this Agreement shall begin upon the date all parties have executed the Agreement ("Execution Date") and shall terminate in accordance with the Omnia Partners Contract.

SECTION IV - JURISDICTION

4.01 The parties agree that jurisdiction under this Agreement shall be County of McHenry, Illinois.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates subscribed below.

Kronos Incorporated ("Kronos")

By: _____ Date: _____

Printed: _____

Title: _____

County of McHenry

By: _____ Date: _____

Printed: _____

Title: _____

EXHIBIT A



Order Form - Workforce Central SaaS for SMB

Quote #:		Order Type:	Standard
Expires:	3/27/2020	Date:	01/28/2020
Prepared By:	Jodi Rinzel		

Bill To:	Attn:	Adam Letendre County of McHenry 2200 N Seminary Ave Woodstock, IL 60098-2637	Ship To:	Attn:	Adam Letendre County of McHenry 2200 N Seminary Ave Woodstock, IL 60098-2637
Solution ID:	6167531		Email:	exception@kronos.com	
Currency:	US		FOB:	Shipping Point	
Customer PO #:			Ship Method:	FedEx Ground	
Data Center:	USA		Freight Terms:	Prepay & Add	
Executive Name:					
Executive Email:					
Program Manager Name:					
Program Manager Email:					

Notes: The fees for the SaaS Services are invoiced 60 days prior to the Billing Start Date.

Initial Term: 60 Months
 Billing Start Date: 90 days from execution of Order Form
 Renewal Term: One Year
 Payment Terms: Net 45
 Billing Frequency (unless otherwise noted, all invoices are due per the payment terms noted above):
 SaaS Services: Annual in Advance
 Professional Services: 4 Equal Quarterly Installments, commencing at the end of month in which this Order Form is dated

This order entered into between the Customer and Kronos Incorporated is subject to the terms and conditions of the Master Agreement Reference #18220 dated March 18th, 2019, between Lead Agency (acting as "Owner") and Kronos Incorporated (as the "Contractor"), as amended (collectively referred to as the "US Communities Agreement #18220").

Kronos will provide Customer read-only ODBC access into Customer's production and non-production databases for Timekeeper/HRMS over secure connection (e.g. VPN). Customer is responsible for establishing this secure connection to the Kronos Cloud and additional fees for that connection may apply. Kronos may, but is not obligated to, limit or block Customer's database read-only ODBC queries in order to prevent failure of the database due to overload. Kronos will not pay SLA credits for any Outage that is the result of overloading the database during read-only ODBC access. Overall performance may be limited during peak processing periods, and Customer may need to limit resource intensive read-only ODBC queries to off-peak periods. Customer acknowledges that read-only ODBC over a long distance secure connection is not a reliable protocol for it does not have retry logic built-in to handle connectivity issues. Kronos will not be responsible for any changes required to Customer's internal systems to account for limitations of read-only ODBC protocol.

The Workforce TeleStaff bundle on this Order Form includes: Workforce TeleStaff Enterprise, Workforce TeleStaff Global Access, Workforce TeleStaff Institution Focus, and Workforce TeleStaff Contact Manager. Workforce TeleStaff Gateway Manager, and Workforce TeleStaff Gateway Manager Interface are licensed on per quantity basis and not a per employee basis and only need to be licensed once. The costs of any individual Application(s) included in the Workforce TeleStaff Bundle (i.e., Workforce TeleStaff Institution Focus) will be set forth on a mutually agreed upon Order Form based on Kronos' then current list price.

APPLICATIONS

Item	License/Qty	PEPM	Monthly Price	Annual Price
Workforce TeleStaff Enterprise Bundle v7.1	300	\$8.00	\$2,400.00	\$28,800.00
Workforce TeleStaff Bidding v7.1	300	\$0.00	Included	Included
Monthly Total:			\$2,400.00	\$28,800.00

CLOUD SERVICES

Item	Qty	Unit Price	Monthly Price
Read-Only ODBC Access to WFC/HR Database	1	\$0.00	\$0.00
Total Monthly:			\$0.00

A LA CARTE SERVICE OPTIONS - WF HR

Item	Qty	Unit Price	Total Price
Additional schedule group staffing rules	2	\$11,000.00	\$22,000.00
Additional go live/deployments	1	\$2,400.00	\$2,400.00
Automated fill by rules including auto-hire & auto-assign. Aspect and /or Twilio configuration and testing re	1	\$1,200.00	\$1,200.00
Onsite days (plus travel expenses)	2	\$800.00	\$1,600.00
Workforce TeleStaff Administration Training (Configuration and Rules)	1	\$2,000.00	\$2,000.00
Workforce TeleStaff Training (New User)	1	\$1,000.00	\$1,000.00
LDAP	1	\$400.00	\$400.00
Bids	2	\$1,200.00	\$2,400.00
Total Price			\$33,000.00

CORE SMB PROFESSIONAL / EDUCATIONAL SERVICES

Item	Duration	Total Price
Implementation WFC SaaS SMB		\$20,000.00
Implementation WFC SaaS SMB A La Carte		\$33,000.00
Training Points WFC SaaS SMB	2,750	Included
Total Price		\$53,000.00

SUMMARY

Item	Total Price
Monthly Application Fee	\$2,400.00
Total Monthly Service Fees:	\$2,400.00
Annual Application Fee - Billed Annual in Advance; 90 Days from execution of Order Form	\$28,000.00
Total Annual Service Fees	\$28,000.00
Implementation WFC SaaS SMB - One Time Purchase; 4 Quarterly Installments, commencing at the end of the month in which the Order Form is dated	\$20,000.00
Implementation WFC SaaS SMB A La Carte - One Time Purchase; 4 Quarterly Installments, commencing at the end of the month in which the Order Form is dated	\$33,000.00
Total One Time Fees:	\$53,000.00

County of McHenry

By: _____
 Name: _____
 Title: _____
 Date: _____

Kronos Incorporated

By: _____
 Name: _____
 Title: _____
 Date: _____

EXHIBIT B

ORDER FORM

Quote#: 657061 - 1
Expires: 27-MAR-2020
Sales Executive: Rinzel, Jodi Jean

Order Type: Standard US
Date: 24-JAN-2020
Page: 1/2

Bill To: COUNTY OF MC HENRY
 2200 N SEMINARY AVE
 WOODSTOCK
 IL 60098-2637
 United States
Solution ID: 6167531

Ship To: COUNTY OF MC HENRY
 2200 N SEMINARY AVE
 WOODSTOCK
 IL 60098-2637
 United States
Contact: Adam Letendre
Email: exception@kronos.com
Ship To Phone:

Payment Terms: N45
Currency: USD
Customer PO Number:

FOB: Shipping Point
Ship Method:
Freight Term: Prepay & Add

Order Notes:

This order entered into between the Customer and Kronos Incorporated is subject to the terms and conditions of the Master Agreement Reference #18220 dated March 18th, 2019, between the Lead Agency (acting as "Owner") and Kronos Incorporated (as the "Contractor"), as amended (collectively referred to as the "US Communities Agreement #18220").

Kronos will invoice Customer each month in arrears for Workforce TeleStaff IVR service usage fees for the total actual number of metered minutes used each month (the "Minute Usage Fee") at a rate of \$0.12 per minute.

Your Kronos solution includes:

SOFTWARE

Item	License/Qty	Total Price
WORKFORCE TELESTAFF IVR SERVICE	1	
	Total Price	0.00

SUPPORT SERVICES

Item	Duration	Total Price
UNLESS OTHERWISE NOTED ABOVE, SOFTWARE SUPPORT SERVICES HAVE BEEN DECLINED.		0.00
	Total Price	0.00

Item	Quantity	Total Price
SUBSCRIPTION SOFTWARE SERVICE	1	0.00
	Total Price	0.00

QUOTE SUMMARY

Description	Total Price
Subtotal	0.00
Deposit	0.00
Tax	0.00
Grand Total	0.00

COUNTY OF MC HENRY

Kronos Incorporated

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Effective Date: _____

Effective Date: _____

Invoice amount will reflect deposit received. All professional services are billed as delivered with a payment term of Net Upon Receipt. Unless otherwise indicated above, this order is subject to the attached terms and conditions which the customer acknowledges have been read. THIS ORDER IS SUBJECT TO APPLICABLE TAXES. THE TAX AMOUNT SHOWN ON THIS ORDER IS ONLY AN ESTIMATE. THE ACTUAL TAX AMOUNT TO BE PAID BY CUSTOMER WILL BE SHOWN ON CUSTOMER'S INVOICE. The JBoss® Enterprise Middleware components embedded in the Software are subject to the End User License Agreement found at http://www.redhat.com/licenses/jboss_eula.html. Shipping and handling charges will be reflected on the final invoice. If you are tax exempt; please provide a copy of your "Tax Exempt Certificate" with your signed quote.

EXHIBIT C

WORKFORCE TELESTAFF IMPLEMENTATION SERVICES GUIDELINE

The following applies to all entitlements within TeleStaff SaaS/SMB implementations:

Kronos Delivered Value	
Workforce TeleStaff Entitlement	<p>Paragon Implementation methodology: Kronos SaaS SMB fixed scope, remote implementations follow our Paragon methodology – an iterative, collaborative approach, driven by value and realized through collaboration. Paragon is bolstered by tools and techniques and Kronos process recommendations to ensure you’re always up to date, and accelerated testing processes to ease the effort and improve the results of testing. The Paragon project lifecycle, roles & responsibilities, are discussed in more detail here.</p> <p>Project Management services including:</p> <ul style="list-style-type: none"> • Creation and maintenance of an online project workspace, work plan, issues and risks management, weekly status calls and reports. • Kronos Project Manager will work with customer Project Manager to jointly run project. • Project Management includes transition to Kronos Global Support after the first deployment go-live. <p>Implementation approach</p> <ul style="list-style-type: none"> • Kronos will conduct one remote assessment with your project team to create one solution design for your organization. • Your team will conduct one testing cycle to accept that solution, which Kronos will support. • Kronos will support one production cutover. <p>Technical Architecture. Two environments (1 Production, 1 Development) will be designed and built to house all the modules purchased. Implementation will occur in the Production environment prior to cutover. The Development environment may be refreshed from Production to support testing and training activities.</p> <p>Training. We train your core team, and provide you with KnowledgePass collateral and toolsets to train your end-users. Our training system allows you to be flexible in how you train your core team: The training provided with each SaaS SMB proposal varies based on employee/entitlement subscription counts but always provide both direct project team training and indirect training such as train-trainer classes to support end-user and scheduler training. Kronos training curriculums can be reviewed on the Kronos customer web-site https://community.kronos.com/s/learn.</p> <p>Rapid Implementation: Kronos SaaS SMB fixed scope implementations are designed to deliver value quickly to your organization. Project timelines generally span 2-5 months depending on the number of entitlements selected. Implementation support for these time spans are included in the package. Extended project timelines requested by customers can be supported with additional professional services agreed via change order.</p>



1.1 WORKFORCE TELESTAFF STANDARD SERVICES

Kronos Delivered Value	
Workforce TeleStaff Entitlement	<p>(1) Schedule group with staffing rules</p> <p>(1) Administrative schedule group, no staffing rules</p> <p>A schedule group has a 1:1 relationship with a paper schedule. It is a single schedule for a defined set of employees based on common tasks, skills, or other qualifiers. The group is governed by standardized business processes and rules regarding shifts, schedule assignment, exceptions, staffing vacancies, and/or offering work opportunities.</p> <p>One-time data import of customer supplied person data in Kronos format</p> <p>One-time data import of customer supplied accrual data in Kronos format</p> <p>Centralized rosters</p> <p>Multi-day schedule views</p> <p>Leave restrictions for staffing codes (includes thresholds)</p> <p>Time off requests/approvals</p> <p>Shift trades</p> <p>Workflow notifications</p> <p>Standard reports</p> <p>Assignment templates</p> <p>Standard payroll export</p> <p>Email/text notifications</p> <p>Roster headcounts, excluding minimum staffing levels</p> <p>Work availability status and opportunity sign up</p> <p>Vacancy fill rules</p> <p>Fatigue rules</p> <p>Personas and roles, up to (5) staffing authorities/roles</p> <p>(1) Bid</p> <p>One production cutover</p>

WORKFORCE TELESTAFF VALUE ADDED SERVICES

The following value-added services are available for Workforce TeleStaff SaaS/SMB implementations for an additional fee and if identified on the Order Form. Refer to the Kronos order form for a list of a la carte services included with your purchase.

Kronos Delivered Value	
Workforce TeleStaff	<ul style="list-style-type: none"> Additional schedule groups with staffing rules Additional administrative schedule groups, no staffing rules Additional go live/deployments Manual telephony messaging/notification Automated staffing including telephony per scheduling group with staffing rules 3rd party import/exports using Kronos standard format Standard WFC/WFTS integration bundle Standard WFR/WFTS integration bundle Onsite days (plus travel expenses) Workforce TeleStaff Administration Training (Configuration and Rules) Workforce TeleStaff Bid Administration Training (Configuration) Workforce TeleStaff Database Administration Training Workforce TeleStaff Staffer Training (New User) LDAP SSO Authentication Additional Bids Blueprints

EXHIBIT D

Creation Date: 1/29/2020 Expiration Date: 3/27/2020
 Prepared By: Jodi Rinzel Order Type: Standard

Bill To: Attention: Adam Letendre
 County of McHenry
 2200 N Seminary Ave
 Woodstock, IL 60098-2637
 6167531

Ship To: Attention: Adam Letendre
 County of McHenry
 2200 N Seminary Ave
 Woodstock, IL 60098-2637
 6167531

Bill To Customer Number: 6167531 **Ship To Customer Number:** 6167531

Solution ID: 6167531 **FOB:** Shipping Point

Primary Contact Name: Adam Letendre **Ship Method:** Fedex Ground

Primary Contact Phone: 815-334-4818 **Freight terms:** Prepay & Add

Primary Contact Email: purchasing@mchenrycountyil.gov **Payment Terms:** N45

Currency: USD **DataCenter Location:** USA

Customer PO#

Initial Term: 60 Months **SeedUser Name:** Adam Letendre

Renewal Term: One Year **SeedUser Email:** purchasing@mchenrycountyil.gov

Billing Start Date: 90 Days from execution of Order Form **Onboarding Executive Sponsor Name:** Enter the Onboarding Executive Sponsor Name

Onboarding Executive Sponsor Email: Enter the Onboarding Executive Sponsor Email

Onboarding Project Manager Name: Enter the Onboarding Project Manager Name

Onboarding Project Manager Email: Enter the Onboarding Project Manager Email

Kronos Contact Information:
 Kronos Incorporated
 900 Chelmsford St.
 Lowell, MA 01851
 Telephone # 978-367-5900
 Fax # 978-367-5900

STANDARD EMPLOYEES Billing Frequency: Annual in Advance

Applications	License Count	PEPM	Monthly Service Fee	Annual Service Fee
WORKFORCE DIMENSIONS TIMEKEEPING HOURLY	950	\$4.20	\$3,990.00	\$47,880.00
WORKFORCE DIMENSIONS TIMEKEEPING SALARIED	300	\$2.10	\$630.00	\$7,560.00
WORKFORCE DIMENSIONS ABSENCE	1,250	\$1.10	\$1,375.00	\$16,500.00
WORKFORCE DIMENSIONS ADVANCED SCHEDULING	200	\$2.25	\$450.00	\$5,400.00
WORKFORCE DIMENSIONS HUMAN RESOURCES	1,250	\$2.75	\$3,437.50	\$41,250.00
WORKFORCE DIMENSIONS PAYROLL	2,450	\$2.64	\$6,468.00	\$77,616.00
WORKFORCE DIMENSIONS TALENT ACQUISITION	1,250	\$0.46	\$575.00	\$6,900.00
WORKFORCE DIMENSIONS PERFORMANCE MANAGEMENT	1,250	\$0.69	\$862.50	\$10,350.00
WORKFORCE DIMENSIONS COMPENSATION MANAGEMENT	1,250	\$0.46	\$575.00	\$6,900.00
WORKFORCE DIMENSIONS ACA	1,250	\$0.23	\$287.50	\$3,450.00
WORKFORCE DIMENSIONS INTEGRATION TO WORKFORCE TELESTAFF	1	\$0.00	\$0.00	\$0.00
Total Monthly Service Fee - Standard Employees			\$18,650.50	
Total Annual Service Fee - Standard Employee				\$223,806.00

CUSTOMER SUCCESS Billing Frequency: Annual in Advance

Description	Duration	Annual Service Fee
ENHANCED CUSTOMER SUCCESS PLAN	12 Months	\$15,000.00
Total Application Support		\$15,000.00

RENTAL EQUIPMENT Billing Frequency: Annual in Advance

Part # / Description	Quantity	Per Unit Rate	Monthly Service Fee	Annual Service Fee
KRONOS INTOUCH DX.SMART CARD	11	\$120.45	\$1,324.95	\$15,899.49
Total Monthly Service Fee			\$1,324.95	\$15,899.49
Total Annual Service Fee				\$15,899.49

PURCHASED EQUIPMENT Billing Frequency: Invoiced upon signature of the Order Form

Part # / Description	Quantity	Unit Price	Total Price
Prox RdrKit, ProxPro, 4500 ROHS	11	\$262.50	\$2,887.50
Total Equipment Purchased Items			\$2,887.50

PURCHASED EQUIPMENT SUPPORT Billing Frequency: Invoiced upon signature of the Order Form

Description	Duration	Total Price
Depot Exchange Support Service	12 Months	\$630.00
Total Equipment Purchased Support		\$630.00

IMPLEMENTATION & PROFESSIONAL SERVICES Billing Frequency: 4 Equal Quarterly Installments, commencing at the end of month in which this Order Form is dated

Fixed Fee Implementation	Quantity	Rate	Role	Total Price
Workforce Dimensions SMB Onboarding Fee	1	\$120,115.00	Grouped	\$120,115.00
Workforce Dimensions SMB Onboarding A La Carte Fee	1	\$158,085.00	Grouped	\$158,085.00
Workforce Dimensions SMB Onboarding A La Carte Fee	1	\$40,800.00	Grouped	\$40,800.00
Total Professional Services				\$319,000.00

KnowledgeMap Billing Frequency: Annual in Advance

KnowledgeMap	Quantity	Total Price
KNOWLEDGEMAP LIVE SMB 1ST YEAR TRAINING	10	\$0.00
KNOWLEDGEMAP LIVE 5 PACK - 1ST YEAR TRAINING	10	\$6,000.00
KNOWLEDGEMAP LIVE SMB SUBSCRIPTION	5	\$1,800.00
KNOWLEDGEMAP LIVE 5 PACK	15	\$9,000.00
Total KnowledgeMap		\$16,800.00

MISCELLANEOUS PURCHASES Billing Frequency: Invoiced upon signature of the Order Form

Description	Quantity	Unit Price	Total Price
NORTH AMERICA POWER KIT FOR EXTERNAL OUTLET, INTOUCH DX	11	\$0.00	\$0.00
TRANSITION BOARD,INTOUCH DX	11	\$73.00	\$803.00
Total Miscellaneous Purchased Items			\$803.00

SUMMARY

Offering Types	Summary Total	Annual Summary Total
Service Fee - Standard Employees - Billed Annual in Advance; 90 Days from execution of Order Form	\$18,650.50	\$223,806.00
Customer Success - Billed Annual in Advance; 90 Days from execution of Order Form	\$15,000.00	\$15,000.00
Rental Equipment - Billed Annual in Advance; 90 Days from execution of Order Form	\$1,324.95	\$15,899.49
Purchased Equipment - One Time Purchase; Invoiced upon signature of Order Form	\$2,887.50	
Purchased Equipment Support - Renewed Annually; Invoiced upon signature or Order Form	\$630.00	
Implementation & Professional Services - One Time Purchase; 4 Quarterly Installments, commencing at the end of the month in which the Order Form is dated	\$319,000.00	
KnowledgeMap - 1st Year Billed Annual in Advance; 90 days from execution of Order Form	\$16,800.00	\$6,000.00
Miscellaneous Purchases - One Time Purchase; Invoiced upon signature of Order Form	\$803.00	

Order Notes:
This order entered into between the Customer and Kronos Incorporated is subject to the terms and conditions of the Master Agreement Reference #18220 dated March 18th, 2019 between the Lead Agency (acting as "Owner") and Kronos Incorporated (as the "Contractor") (referred to as the "US Communities Agreement #18220").
The fees for the Applications are invoiced 60 days prior to the Billing Start Date.
The Scope Statement attached to this Order Form, and incorporated herein by reference, is a summary of the Implementation Services to be provided by Kronos for the Implementation Services Fees outlined in this Order Form.
Travel expense for the services listed herein shall not exceed \$36,000 unless pre-approved by the Customer.

County of McHenry

Signature: _____
Name: _____
Title: _____
Effective Date: _____

Kronos Incorporated

Signature: _____
Name: _____
Title: _____
Effective Date: _____

EXHIBIT E

Scope Statement

Purpose and Overview of Scope Statement

This Scope Statement outlines the scope of services to be provided by Kronos for the Setup Fees indicated on the applicable Order Form, to COUNTY OF MCHENRY (“Customer”) related to the Core entitlements, Value-add entitlements, and/or Optional Services contained in this document. Our Professional Services engagements are designed to help our Customers successfully deploy Core entitlements, as well as easily layer Value-add entitlements and functionality over time based on your priorities, schedule, and resources.

The Kronos Workforce Dimensions™ Scope Statement described herein is fixed scope based and is subject to the terms and conditions governing your Kronos Workforce Dimensions Agreement (the “Agreement”). Unless otherwise defined herein, words and expressions defined in the Agreement shall have the same meaning in this Scope Statement.

Your Workforce Dimensions Solution

COUNTY OF MCHENRY and Kronos are on-boarding the following Workforce Dimensions entitlements with:

- 40 location(s)
- 10 collective bargaining agreement(s)
- 2 State(s)/Province(s)
- 2 EIN(s)

Core Entitlements	On-boarding Type	Number of Employees
Workforce Dimensions Timekeeping Hourly	Net New	950
Workforce Dimensions Timekeeping Salaried	Net New	300
Workforce Dimensions HR	Net New	1250
Workforce Dimensions Payroll	Net New	2450
Value-add Entitlements		
Workforce Dimensions Absence	Net New	1250
Workforce Dimensions Advanced Scheduling	Net New	200
Workforce Dimensions ACA Manager	Net New	1250
Workforce Dimensions Talent Acquisition	Net New	1250
Workforce Dimensions Performance Management	Net New	1250
Workforce Dimensions Compensation Management	Net New	1250

COUNTY OF MCHENRY and Kronos Collaboration

A successful project requires close collaboration between COUNTY OF MCHENRY and Kronos. The Kronos Professional Services team is equipped to help keep you on target for meeting project milestones and requirements, as well as to assist you in configuring and deploying the Kronos Workforce Dimensions solution in support of your organization’s business outcomes. Your organizations participation and commitment to the project goals and timeline are critical to ensure success.

The Kronos onboarding process is driven by value and enabling business outcomes. This approach is focused on accelerated time to value using tools and techniques, such as industry and region-specific configuration, Kronos process recommendations, dynamic documentation, and accelerated testing processes. All project information is available online to allow project team members access to project status, contact information, issues log, test case tracking, training plan, etc. at any time.

The onboarding process will be completed in three iterative phases: Initiate, Collaborate, and Adopt. Please review the Kronos Paragon™ Overview for the project life cycle, roles & responsibilities in more detail in the following link:

Project Overview

Project Management services include:

- Kronos Project Manager working with Customer Project Manager to jointly run the project.
- Transition to Kronos Global Support after the first deployment go-live.
- Maintain project workspace, work plan, issues and risks management, weekly status calls and reports.

Implementation:

- Fixed scope implementations are designed to deliver value quickly to your organization. Project timelines generally span 4-8 months depending on the number of entitlements selected. Onboarding support for these time spans are included in the scope. Extended project timelines requested by customers can be supported with additional professional services and will be agreed via change order.

Remote Implementation approach:

- Kronos will conduct one Solution Development Workshop with your project team to create one solution design for your organization.
- Your team will conduct one testing cycle to accept that solution, which Kronos will support.
- Kronos will support one production go-live and provide knowledge transfer to allow you to be self-sufficient in any subsequent phased go-lives you choose to conduct for that module.
- Your selection of optional deployment services:
 - 1 Solution Development Workshop(s) and testing cycle(s) in addition to 1 provided
 - 4 three consecutive days of onsite consulting for your Solution Development Workshop. Travel expenses are not included and will be invoiced separately as incurred.
 - 3 three consecutive days of onsite support for User Acceptance Testing. Travel expenses are not included and will be invoiced separately as incurred.
 - 2 Separate Phased Go-live(s)

Deployed Solution:

- Two tenants (1 Production, 1 Non-Production) will be designed and deployed with entitlements. The Non-Production environment may be refreshed from Production to support testing and training activities. Onboarding work will deliver configured solutions that operate on all supported desktop and mobile client platforms.
- Kronos will deliver the integrations using the Dell Boomi™ Workforce Dimensions Integration Platform. Integrations are based on predefined templates and are assumed to be low to medium complexity. Interfaces are scheduled via Workforce Dimensions and transfers data via flat files (CSV) to the Workforce Dimensions secure FTP (SFTP) environment.

Educational Services

Kronos KnowledgeMap™

- Targeted training is included to get the customer team knowledgeable quickly and to maximize solution adoption with Kronos KnowledgeMap™ - a progress tracking, online education portal providing anytime, anywhere access to self-paced learning and performance support resources – and the opportunity to leverage instructor led training with Kronos KnowledgeMap™ Live.

Kronos KnowledgeMap™ Live

- Provides the flexibility to send team members to virtual webinar and hands-on instructor led training during each phase of the project. It also allows new users to get onboard easily. Classes are offered by job role on a rotating course schedule to ensure the right training at the right time, including:
 - **Core Team** training to help key functional and technical users make informed solution design and configuration decisions, and to provide fundamental product knowledge.
 - **Application Administrator** training to prepare functional super users to perform daily and periodic system administration tasks.
 - **IT Specialist** training to prepare technical super users to perform tasks in areas such as security, device management and integration.

The following Kronos KnowledgeMap™ Live Passes are provided:

Number	Year
--------	------

20	passes for core project team members	1
20	passes for key functional and technical team members, renewable	2+

Kronos training curriculums can be reviewed on the Kronos customer community website.

<https://community.kronos.com/s/learn-wfd>

Your selection of optional education services

QTY	Optional Service	Description
7	User Adoption Assessment	<p>A Kronos User Adoption Consultant work with designated customer resources to ensure ongoing user adoption including:</p> <ul style="list-style-type: none"> • Evaluation of user adoption needs • User Adoption Action Plan • Adaptable change management and user training templates
10	Train the Trainer Package	<p>A Kronos Certified Instructor will work with designated customer training resources to support the delivery of user training utilizing a train the trainer approach including:</p> <ul style="list-style-type: none"> • Workshop focused on user training delivery for manager and employee roles with a Kronos User Adoption Consultant • Review of manager level course for 1-5 participants • Editable manager level course PowerPoint and participant guide (Manager Tasks and Outcomes course) • Standard hands-on captured exercises created in Adobe Captivate with the most common tasks for managers • Each Train the Trainer package purchased is for 1 workshop session

Core Deliverables

Working in close collaboration, COUNTY OF MCHENRY and Kronos will on-board the following core entitlements and functionality:

Core	Kronos Delivered Value
Timekeeping	<p>Workforce Dimensions Timekeeping gets you started with the ability to accept punches and pay employees accurately through these core capabilities:</p> <ul style="list-style-type: none"> • Time capture and workflow automation • Adherence to policy through automated pay calculations • Automated time collection • Time-off balance tracking • Access to timekeeping information and self-service workflows • Visibility into labor tracking and accounting • Access to schedules • Mitigation of compliance risk • Proactive exceptions management <p>Scope assumptions:</p> <ul style="list-style-type: none"> • Employee Pay Groups <ul style="list-style-type: none"> ○ Up to 8 total Employee Pay groups to be used across core entitlements noted in your Workforce Dimensions Solution above. ○ Employee Pay Groups are a group of employees who are governed by a set of similar workforce management policy rules (e.g. overtime, , shift premiums, holiday zones, etc.). • User Personas and Roles <ul style="list-style-type: none"> ○ Up to 5 functional and data security Personas: <ul style="list-style-type: none"> • 1 payroll administrator role • 2 types of manager roles • 2 types of employee roles (e.g. "Payroll Admin", "Manager", "Salaried Employee", "Hourly Employee").

- We will also provide knowledge transfer to the customer team to configure additional Personas as you require them.
- 2 Yes / No questions for employees to attest with workflows
- Data collection devices
 - Configure up to 5 Timekeeper Terminals with TouchID and provide knowledge transfer for customer to configure remaining terminals.
- Business Data Automation: includes a reoccurring person import for employee demographic data as well as one-time initial loads of business structure and labor categories to avoid manual and time-consuming entry tasks before go-live.
 - Labor Category Lists Import
 - Labor Category Profile Import
 - Organizational Sets Import
- 2 integration templates – Accrual Reset Import and a Payroll Export that runs at the end of the pay period

Timekeeper A la carte items selected:

- 12 Employee Group(s) in addition to 8 provided.
- 5 User Persona(s) in addition 5 provided.
- 1 Payroll-Based Journal (PBJ) template

HR

Workforce Dimensions HR core functionality deployment establishes HR as the system of record for employees, one of the most important foundational components, through:

- Employee Life Cycle Management
- Automated benefits administration
- Workflow & checklist automation - New Hire, Transfer, Termination
- Certification / credential tracking
- Incident tracking
- Asset tracking
- Position Management
- Employee Self-Service Enablement
- Manager self-service enablement
- Government compliance reporting (e.g. EEO-1, I-9, VETS-100, OSHA)
- Standard Reporting

Scope assumptions

- 1 benefit build for current plan year
 - Up to 20 benefits plans
 - Open enrollment
 - Life events
- The most common Life Events templates are delivered with the solution. Kronos will setup 7 Life Events with customer-specific benefit plan definition & eligibility requirements, and Kronos will provide knowledge transfer to the customer team to setup additional Life Events.
- Customer-specific workflow bundle
 - Checklists up to 5
 - Forms up to 5 w/up to 100 total fields
 - Workflows up to 5
- Data conversion services provides a one-time data load of HR data into Workforce Dimensions using customer-supplied data in a standard Kronos-supplied template, or legacy reports if available. This service includes loading current calendar year active and terminated employees including:
 - Current snapshot of demographics
 - Current snapshot of employee benefits, dependents, beneficiaries & emergency contacts setup using up to three customer-provided benefit carrier census reports
 - Current snapshot of business structure, cost centers & job codes
 - Current calendar year & prior years of base pay compensation & job history
 - Loading up to three (3) types of HR optional data, for example: training, skills, certifications, etc.
- Integration bundle using customer supplied data in standard file templates

	<ul style="list-style-type: none"> ○ Up to 3 benefit enrollment exports (834 standard format) ○ Up to 2 employee deduction election imports ○ Up to 2 employee demographic exports <p>HR A la carte items selected:</p> <ul style="list-style-type: none"> • 1 Group of 10 benefit plans, in addition to 20 benefit plans provided • 3 Prior year(s) of HR terminated employee load, in addition to current calendar year • 1 Additional deduction elections import template(s) • 2 Additional Integration templates described as: 1 FSA Enrollment Deduction Export, 1 HSA Enrollment Deduction Export
Payroll	<p>Workforce Dimensions Payroll deployment provides an end-to-end payroll process with the ability to calculate gross-to-net, pay employees, make adjustments and perform tax filing through:</p> <ul style="list-style-type: none"> • Compliant pay calculations • Paperless pay practice enablement • Quarterly legislative update pushes • Payroll G/L journal automation • Balancing and auditing controls • Standard reporting • Employee self-service enablement • Preferred tax filing option • Year-end processing • Vendor ACH payment process <p>Scope assumptions</p> <ul style="list-style-type: none"> • U.S. Payroll setup for <ul style="list-style-type: none"> ○ Up to 5 EIN's and associated state(s) ○ Up to 4 pay periods ○ Data feed for tax filing & year-end processing ○ Inhouse check printing unless printing service contracted ○ 2 Kronos-assisted payroll parallel testing cycles ○ Payroll go-live at calendar quarter-start; quarter-start selected may change project duration • Integration bundle using customer supplied data in standard file templates <ul style="list-style-type: none"> ○ 1 Positive pay export template ○ 1 Payroll Journal to G/L export template (1 account structure) ○ 1 Retirement plan export template (e.g. 401k/403b/457) • Data conversion services provides a one-time load of Payroll data into Workforce Dimensions using customer-supplied data in a standard Kronos-supplied template or legacy reports if available. This service includes loading the current snapshot of Payroll setup data and paycheck history for up to 5 EINs for the following: <ul style="list-style-type: none"> ○ Employee setup for taxes, earnings, deductions & direct deposit ○ Paycheck history for the current calendar year (when going live mid-year; does not apply to customers who go live with payroll 1/1) <p>Tax Filing Option:</p> <p>Kronos Payroll Services (KPS) provides the convenience of a single payroll solution for both payroll software and tax filing services. KPS, managed by Kronos, is your outsourced payroll management service performing:</p> <ul style="list-style-type: none"> ○ Tax Deposits, Filing & Reconciliation (federal, state, and local) ○ Check Printing / Direct Deposit ○ Garnishment Payments ○ New Hire Reporting <p>Payroll A la carte items selected:</p> <ul style="list-style-type: none"> • 3 Prior year(s) of paycheck history from 1 legacy system for 5 EIN's • 1 Additional integration template(s) described as: 1 Nationwide Loan Payroll Deduction Amount Import

Value-Add Deliverables

Once your core functionality is deployed, Kronos will work in close collaboration with COUNTY OF MCHENRY to deploy the following Value-Add entitlements and/or functionality over time in short, iterative, deployments aligned with your priorities, schedule, and resources.

Value-Add	Kronos Delivered Value
<p>Absence</p>	<p>Workforce Dimensions Absence provides consistent enforcement of accruals, leave and attendance policies through:</p> <ul style="list-style-type: none"> • Automated accrual policies • Access to timekeeping information and self-service workflows • Mitigation of compliance risk • Time-off balance tracking • Visibility into labor tracking and accounting • Efficient and accurate leave management • Consistent enforcement of attendance policies <p>Accrual Scope Assumptions</p> <ul style="list-style-type: none"> • Comprehensive accrual administration to Workforce Dimensions Timekeeping by automatically enforcing your time-off policies • Up to 10 configurable accrual policies • Accruals Balance Data Import template <p>Leave Scope Assumptions</p> <ul style="list-style-type: none"> • Comprehensive administration of leave cases • One-Time data load using customer-supplied data – current leave cases, leave case entries & entitlement balances (as Accrual balances) in a standard Kronos-supplied template <p>Attendance Scope Assumptions</p> <ul style="list-style-type: none"> • Flagging of Attendance violations and workflow structure to handle verbal and written actions pertaining to Attendance standards • Up to 4 Attendance policies. Note that complex attendance business policies may require 2 or more attendance policies in Workforce Dimensions to fully implement. The in-scope policies apply to business policies • Flagging of Attendance violations and workflow structure to handle verbal and written actions pertaining to Attendance standards • One-time Attendance Balance History Data Import template <p>A La Carte items selected:</p> <ul style="list-style-type: none"> • 16 configurable accrual policies in addition to 10 provided • 1 Leave Hours Taken Import template(s)
<p>Advanced Scheduling</p>	<p>Workforce Dimensions Advanced Scheduling provides enhanced scheduled administration to Workforce Dimensions for consistent enforcement of policy through the following capabilities:</p> <ul style="list-style-type: none"> • Automated and data-driven schedules • Access to schedules and self-service workflows • Visibility into scheduling qualifications • Alignment of labor to headcount • Decision making that is consistent with policy, process, and strategy using scheduling metrics <ul style="list-style-type: none"> • Mitigation of compliance risk <p>Scope assumptions:</p> <ul style="list-style-type: none"> • Deployment of up to 10 different scheduling groups* (e.g., departments) • Deployment of up to 5 locations using standardized configuration settings from the 10 groups. <p>**</p>

- 3 integration templates – Volume Import (census), modification for person import for scheduling entitlement variables & Skills and Certification Import

**A schedule group typically 1 to 1 relationship with what would have been a paper schedule. It is a single schedule for a defined set of employees based on common tasks, skills, census/shift based, or other qualifiers.

** A location is a separate physical geographic location.

The scope is designed to focus the early phase of a Scheduling roll-out on standardization of disparate processes. Scheduling groups are selected to be configured and assumed for standardization across locations, with best-practices recommendations provided by the Kronos team.

Roll-out of additional groups/locations is then assumed by the customer or additional roll-out services and educational services can be purchased from Kronos.

Advanced Scheduling A la carte items selected:

- 2 Scheduling Group(s) in addition to the 10 included.

ACA Manager

Workforce Dimensions ACA Manager provides proactive administration of your ACA

- Policy automation
- Employee workflow notification of benefit eligibility
- Configurable time periods & rules
- Set measurement periods & hours threshold
- Calculation of employee ACA full-time (FT) status
- Identify employees ACA standing by month
- Flag part-time (PT) employees approaching ACA FT status
- Flag ACA FT employees no longer qualifying
- Calculation of plan's affordability*
- Settings for minimum value plan**
- Year-End government compliant forms
- Standard ACA compliance reporting
- One-Time data load using customer-supplied data – EE hours for look back in a standard Kronos-supplied format

*ACA Function requires Workforce Dimensions Payroll

**ACA Function requires Workforce Dimensions HR

Talent Acquisition

Workforce Dimensions Talent Acquisition* provides streamlined processes to recruit, track, and evaluate talent with:

- Recruiting process automation
- Job requisition management
- Candidate sourcing automation
- Improved candidate screening
- Applicant Administration
- Talent tracking – training, skills, certifications
- Standard reporting

Scope assumptions

- Recruitment configuration – 1 complete build
- Customer-specific workflow bundle includes up to 3 each
 - Job Requisition Approval Process Work Flows
 - Applicant Checklists
 - Applicant Communication templates
 - Applicant Questionnaires
 - Custom forms with up to 100 total custom fields for Tracking/recruitment

*Workforce Dimensions Talent Acquisition requires Workforce Dimensions HR

<p>Performance Management</p>	<p>Workforce Dimensions Performance Management* allows for employee performance, goal and succession management with:</p> <ul style="list-style-type: none"> • Organizational goal alignment • Visibility to employee performance data • Automated review process • Skills and certification tracking to support employee development <p>Scope assumptions</p> <ul style="list-style-type: none"> • Customer-specific performance review bundle <ul style="list-style-type: none"> ○ Up to Five (5) review profiles ○ Up to Five (5) rating scales ○ Up to Fifteen (15) competencies • Customer-specific workflow bundle <ul style="list-style-type: none"> ○ Up to five (5) workflows ○ Up to Three (3) unique routing sequences <p>*Workforce Dimensions Performance Management requires Workforce Dimensions HR</p> <p>Performance Management A la carte items selected:</p> <ul style="list-style-type: none"> • 1 Customer-specific workflow bundle(s), in addition to the 1 bundle provided
<p>Compensation Management</p>	<p>Workforce Dimensions Compensation Management* automates compensation planning for improved visibility and governance with:</p> <ul style="list-style-type: none"> • Automated enforcement of compensation guideline • Complete compensation process visibility • Budget vs. proposed comparison • Import/export Excel-based compensation proposals • Information to enable equitable compensation decisions <p>Scope assumptions</p> <ul style="list-style-type: none"> • Customer-specific workflow bundle <ul style="list-style-type: none"> ○ Up to 3 configurable compensation cycles ○ Up to 3 workflows and routing sequences • 1 Merit Matrix included to tie compensation to performance outcomes with Workforce <p>*Workforce Dimensions Compensation Management requires Workforce Dimensions HR</p>

Product Link Standard Integration

Integrations listed in this section are considered core products and to satisfy pre-defined use cases or Kronos to Kronos productized Integrations

- Kronos Workforce Telestaff

Your Selection of Optional Services:

Optional Service	Description
<p>Solution Quality Assurance - Boot Camp</p>	<p>Kronos will conduct a test case development boot camp with the customer-side team to complete a Traceability Matrix and test cases per design elements available at the time of the boot camp. The customer team will execute these scripts and record the result, reporting successes and issues. 3 days onsite, travel expenses billed separately.</p>
<p>Data Extraction Tool Kit</p>	<p>This toolkit permits extraction of data which enables sharing Workforce Dimensions data with other key business systems, such as Customer Relationship Management, Enterprise Data Warehouse, Enterprise Resource Planning, Point of Sale, Finance, and other solutions. Data can be extracted in the following standard views as needed: Timecard, Person, Schedule, Schedule Group and Totals.</p>

