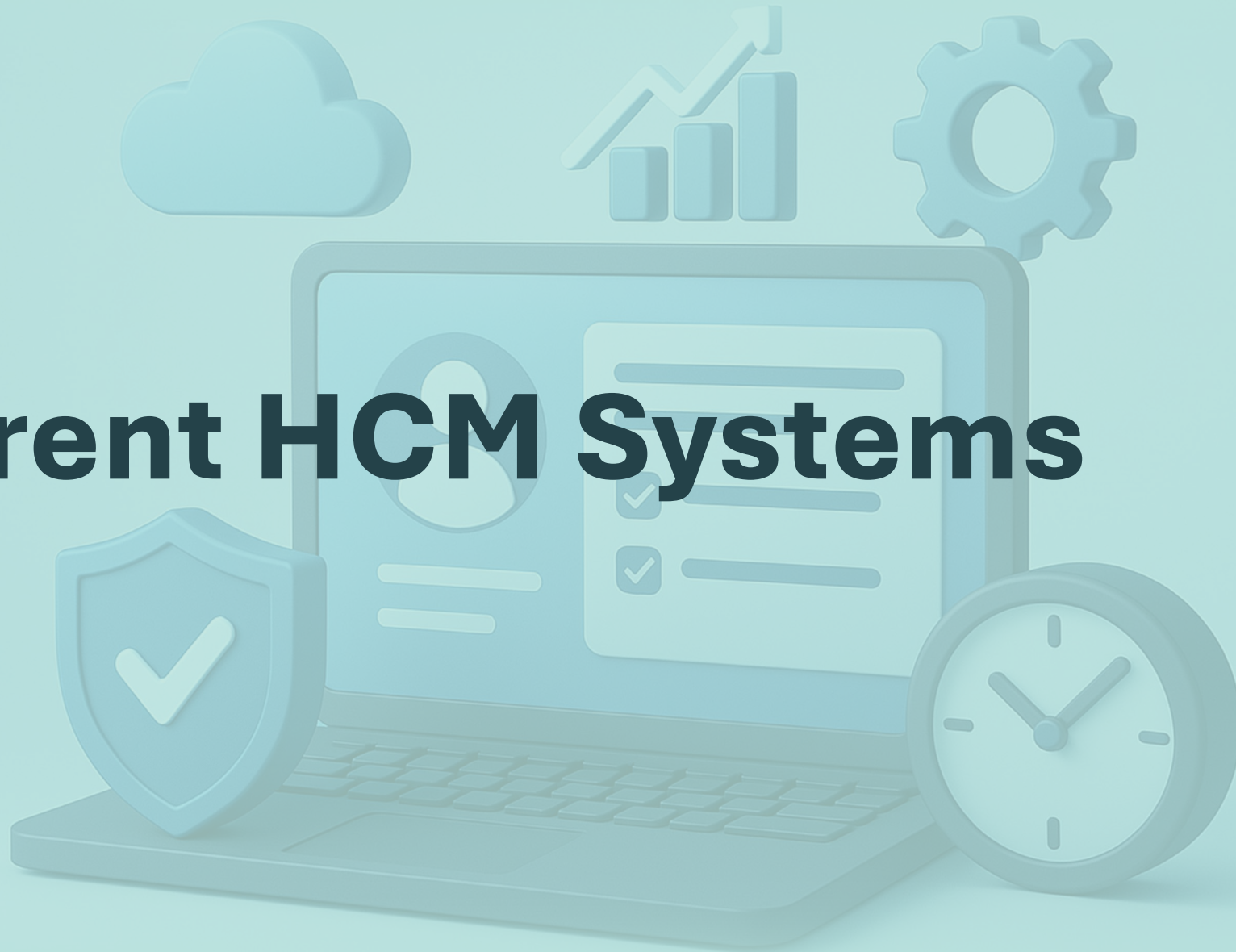




Human Capital Management (HCM) System Replacement

Recommended Vendor: Dayforce

Current HCM Systems





What do we currently have?

- **NEOGOV**

- Onboarding & performance mgt.
- Significant time invested in workflows
- Under consideration for replacement (potential phase II)

- **Navia Benefits (Tri-Ad)**

- Benefits administration
- Likely to retain

- **Timekeeper**

- Time off requests
- Timeclocks / time entry & approval

- **NaviLine (ERP)**

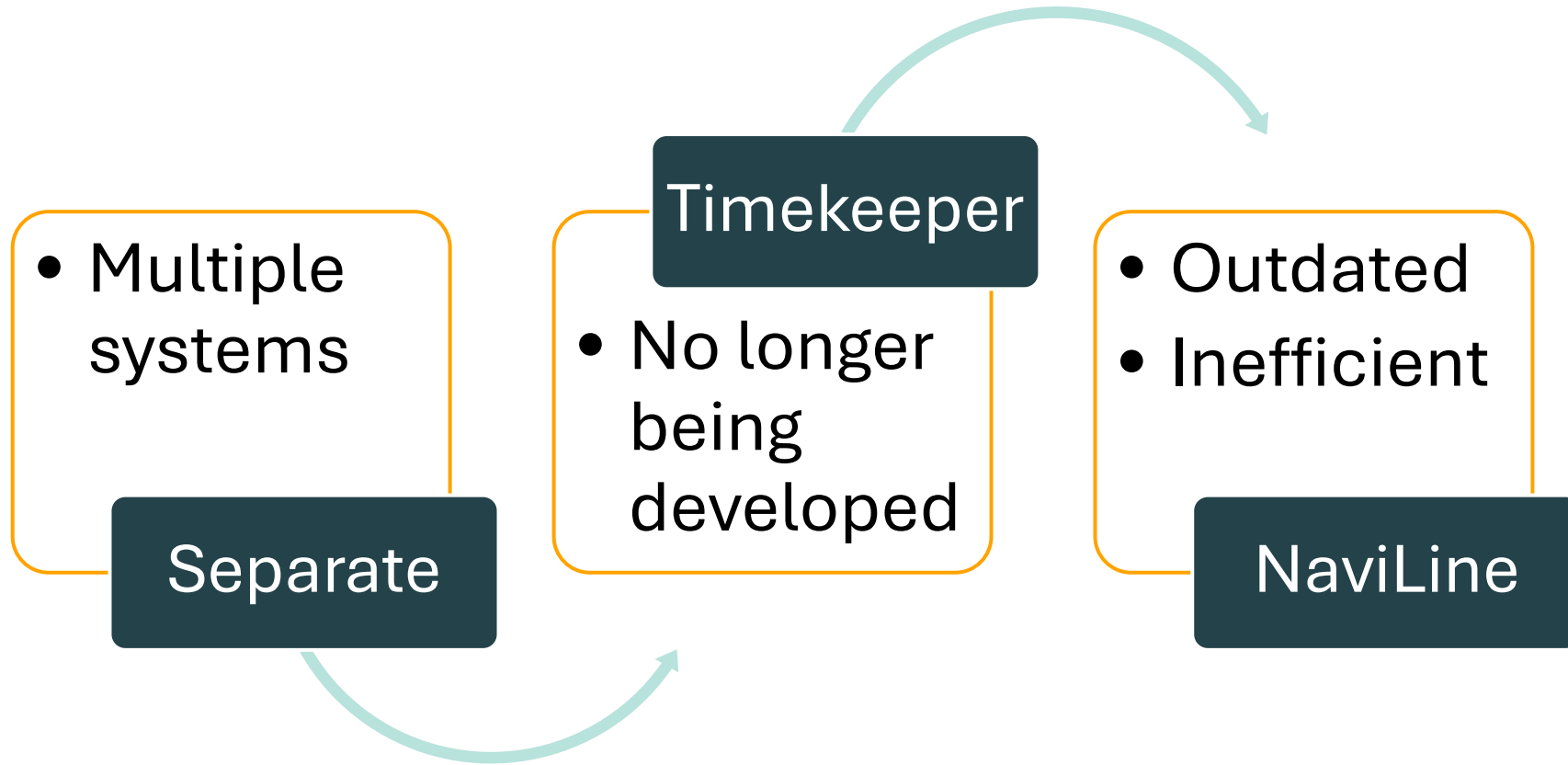
- HR employee data records
- Payroll processing

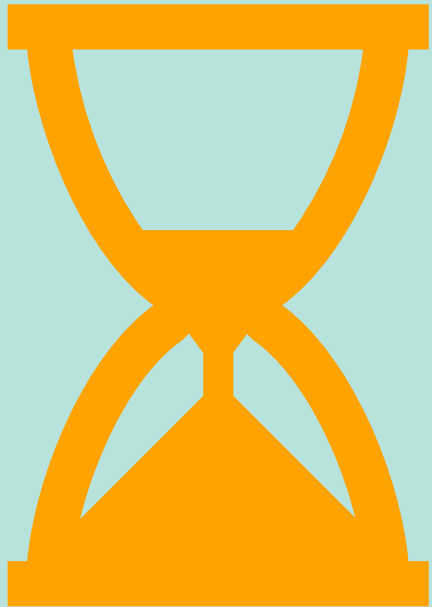
- **DocuWare**

- Digital employee records



Why change systems now?





Timekeeper Deficiencies

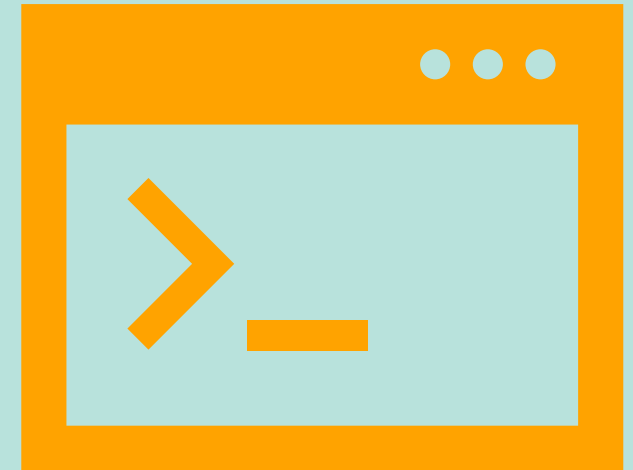
- **Separate** - from payroll, so there's always data sync issues to review and correct.
- **Integration** - issue due to no longer being developed
- **Reporting** - extremely poor with very limited flexibility
- **Interface** - aging and only somewhat intuitive
- **Search** - no system-wide search or AI integration

NaviLine

Deficiencies

- **Old** - installed in 2004 and has not kept pace with modern systems
- **Interface** - based on old green-screens
 - Cumbersome navigation requiring many clicks to see information buried under many screens
 - Is not intuitive, so a turnover risk
- **HR module** - is an add-on that runs in a separate interface that is also dated
 - The HR to Payroll interface locks out if more than one person is in it
 - Uses an approval queue, but oddly there is no option to deny

HR & Payroll



HR & Payroll

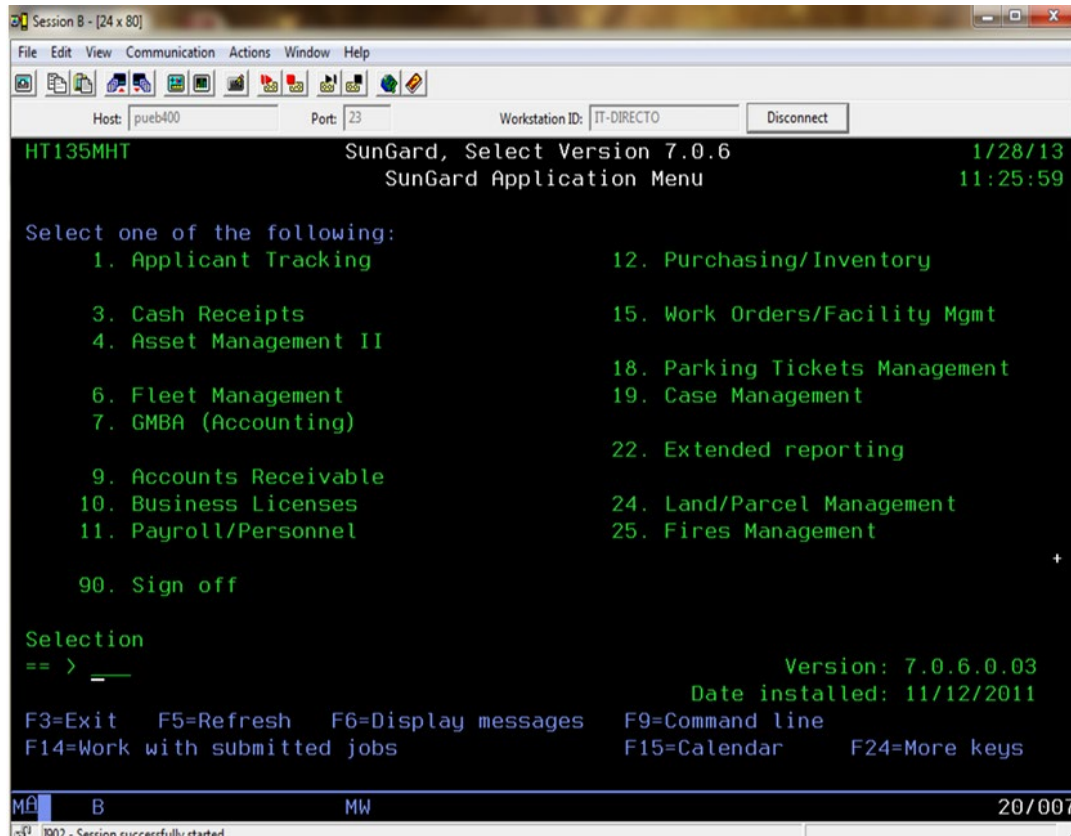


NaviLine

Deficiencies (continued)

- **Limitations** - payroll codes are limited to two characters, hampering organization
- **Salary table** - does not rolldown, each employee is manually updated
- **Process** - payroll process locks up if certain screens are left open
- **Downloads** - some files are available only through separate interfaces
- **Error catching** - very limited, it's easy to click a wrong button and cause issues

NaviLine Screenshots (original vs current)



Original System



Current system (updated look)

NaviLine Screenshots (HR vs Payroll)

The screenshot shows the 'Human Resources' window with a red title bar. It includes a menu bar (Tables, Reports, Contact) and a toolbar (New, Save, Search, Help (F1)). A status bar at the top right indicates 'Pending Events: 1'. The main area displays a table with columns: Name (Last Name, Suffix, First Name, MI), HR Status (Employee, Applicant, Contractor), Payroll Status (Hourly, Salary), Position Code, Position, Authorization, Employee Number, Department, and Hire Date. Below the table, there are tabs for 'Review Changes' and 'Current & Past Positions'. A red message states 'The HR interface to Payroll is turned off.' The left sidebar contains a 'Position-Salary' section with sub-items: Employee Position, Job Posting Administration, and Position Administration. Below this is a 'Demographics' section with a 'Position-Salary' sub-item. The main form area contains fields for Position, Grade, Actual Position, Step, Position Category, Sub Group, Authorization, State Assignment, Bargaining Unit, Department, Division, Activity, Job Status, FTE, Group, Shift, Account Key, Account Number, Percent, Supervisor Name, Default Location, Actual Location, Base Salary, and HR Salary Range.

HR Module



The screenshot shows the 'Govt Mgmt & Budgetary Acct' window with a dark blue title bar. It features a sidebar with a 'My Favorites' section and a list of modules: Fiscal Services, Accounts Receivable, Cash Receipts, Fleet Management, Global Financials, Govt Mgmt & Budgetary ... (highlighted), Payroll/Personnel, Purchasing/Inventory, Work Orders/Facility Man..., Continuing Property Rec..., Procurement Card Tracki..., Year End Processing, and Extended Reporting. The main area contains three menu sections: 'Main Menu' with items like Custom Options Menu and Application security; 'Inquiry Menu' with items like Account balance inquiry, Vendor inquiry, Project master, Encumbrance master, System control, Vouchers/encumbrances - vendor, Budget allocation inquiry, Fiscal year control, Bank code numbers, Group inquiry by year, Payment inquiry, and Retainage inquiry; and 'Journal Processing Menu' with items like Submit journal processing and Journal summary listing.

Payroll Module

Searching for a Vendor



How did we find a vendor?

- Partnered with our consultant USI, who has experience navigating the world of HCM systems.
 - In-depth questionnaires to formalize our needs
 - Discussions to review and fully understand our needs
- USI provided a short list of three recommended vendors
- City staff met with each vendor and sat through demonstrations
 - Ultimately, one vendor was determined not to meet our needs as was dropped from consideration
- The final two vendors were considered capable and invited to submit pricing proposals.



Recommended vendor



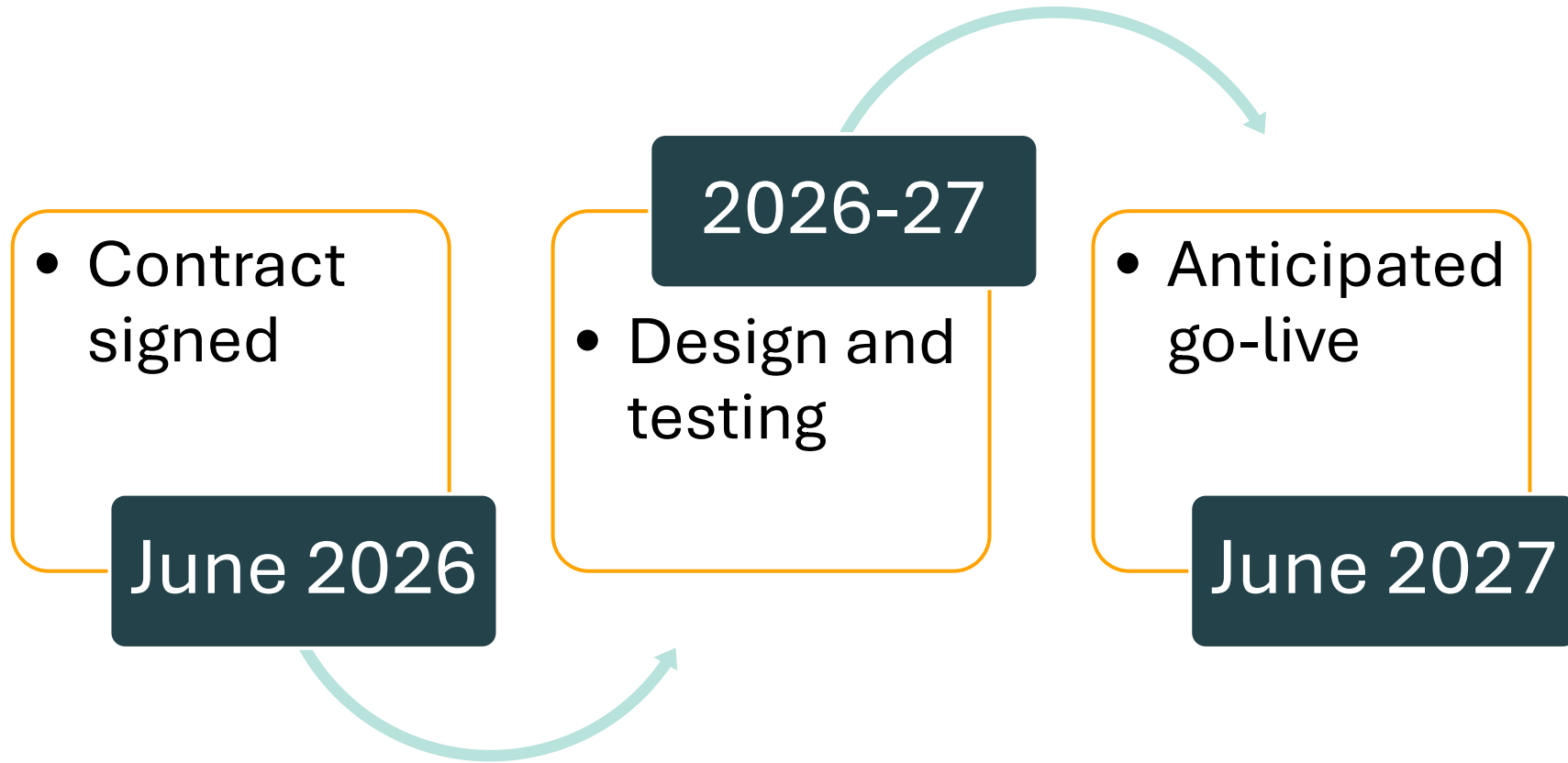
dayforce

- Dayforce is deemed to be the lowest-cost vendor capable of meeting the City's needs.
- Serving organizations the size of West Allis, and much larger
 - Town of Halton Hills (TX), City of Columbus (OH)
 - Milwaukee County, Rock County, Door County
- Unified system capable of handling the entire employee life-cycle.
 - Job postings, onboarding, reviews, HR, timekeeping, scheduling, payroll
- Modern interface with digital workflows and new AI features

How much will it cost?

- **Current systems cost \$39K annually**
 - Includes HR, timekeeping, payroll
 - Plus \$16K for document management (still needed for one more system)
- **Annual fees of \$111K (\$72K increase in cost) 4.5 yr commitment**
 - Significant savings obtained from a publicly bid cooperative contract
 - Half-year bill for 2026 is already included in the budget
 - Not expecting an increase to the 2027 budget due to anticipated savings from dropping old software and modules.
- **One-time implementation fees of \$90K**
 - Covered by funds set aside in the Capital Budget for an ERP replacement
 - Additional funding may be necessary depending on workload

Implementation Timeline



Thank you!

