



Board Agenda Item #	III B – Discussion Item
Date:	05.07.2019
To:	Magnolia Board of Directors Stakeholders Committee
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Suat Acar, COO
RE:	Human Capital Management Systems (HCMS) RFP update

Proposed Board Motion

No action needed. **Discussion item** for now. This item will go to the full board on June 2019 MPS Regular Board Meeting.

Introduction

Magnolia Public Schools (MPS) home office assessed the Human Capital Management System (HCMS) currently implemented organizationally and the requisition process completed during the 2015-2016 school year. As a result of our assessment and to be compliant with audit requirements we decided to run a new Request for Proposals (RFP) for services beginning July 1, 2019 and ending June 30, 2022.

Background

MPS Home Office posted an RFP on March 25th 2019 on MPS website for calling vendors to respond through [this link](#). At the end of the RFP period 5 companies responded to the RFP:

1. Paycom (Our current HCMS vendor)
2. Ceridian
3. Paylocity
4. ADP
5. Ultimate
6. Onepoint

MPS home HR department is so glad to receive this many vendors to apply to this RFP. Therefore, we extended some timelines for the items in the RFP. We now revised the 1 on 1 presentation timeline to May 1st to May 17th interval & the related board action item will exist in the June 2019 MPS Regular Board Meeting. As soon as the 1 on 1 presentations are completed. The Evaluation Committee will come together to make the final decision to either continue with current vendor (Paycom) or switch to a new vendor. The principals, the payroll department and the CTEAM are invited to take part in the evaluation committee to make sure all working parts of the organization have a say in the final decision. At the time of preparation of this board document the committee consists of 3 MPS Staff members:

- Derya Hajmeirza as Director of HR
- Murat Akbas as HR Administratpr

- Suat Acar as the COO
- Nanie Montijo as the CFO

We are still accepting applications from the above mentioned staff members.

Analysis (If applicable)

MPS currently uses Paycom as the HCMS provider. Paycom is the first HCMS of MPS. Therefore, the timeline to switch to Paycom was very labor intensive. Full implementation of the Paycom software took almost 2 years. In the meantime, MPS had 3 directors of HR changes. Now the home office HR team, site principals, Payroll department and the employees have the necessary understanding of how to optimally utilize Paycom. This switch taught MPS Administrative Team the difficulties of adapting to a new HCMS system. MPS Home Office is aware of this and the evaluation committee will consider this while making the final decision to put in front of the board.

During the questions and answers time frame MPS Staff clearly communicated our expectations from all the vendors checking for what we are looking for. We will go deeper into our expectations during the 1 on 1 meetings to be scheduled.

Budget Implications

- Amounts/ Funding Source: Paycom expenses are currently budgeted under each school's and MERF's budget for 2019-20
- CFO Review: Pending

Exhibits (attachments):

None.