

ORDINANCE NO. 2024-135

INTRODUCED BY MAYOR AND COUNCIL AS A WHOLE

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A SERVICE AGREEMENT WITH PAYLOCITY AND DECLARING AN EMERGENCY

WHEREAS, given the necessity for continuity of payroll services to provide accurate and timely payroll reporting and distribution to village employees; and,

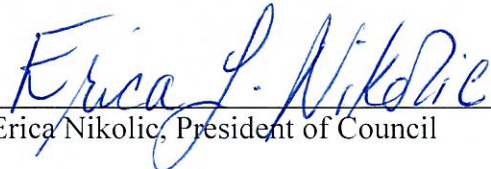
WHEREAS, Paylocity has provided a contract for services to automate payroll services according to the terms set forth in the document attached hereto and incorporated herein by reference and marked Exhibit "A" which Council deems to be acceptable;

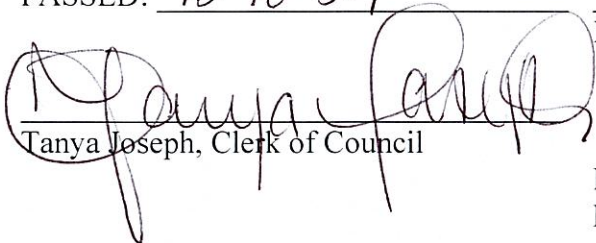
NOW THEREFORE, BE IT RESOLVED by the Council of the Village of Oakwood, County of Cuyahoga, and State of Ohio that:

SECTION 1. The Mayor be and is hereby authorized to enter into the service contract with Paylocity, a copy which is attached hereto and expressly made a part hereof by reference and marked Exhibit "A".

SECTION 2. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the Village, the reason for the emergency being that the continuation of prompt and efficient transcriptions of Council minutes and other data, therefore, provided it receives two-thirds ($\frac{2}{3}$) of the vote of all members of Council elected thereto, said Ordinance shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise from and after the earliest period allowed by law.

PASSED: 12-10-24


Erica Nikolic, President of Council

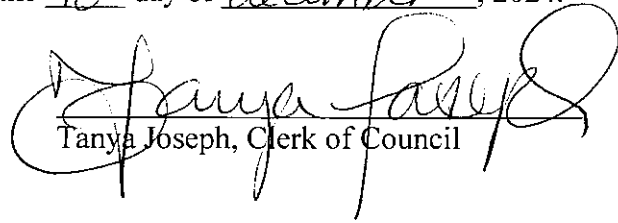

Tanya Joseph, Clerk of Council

Presented to the Mayor 12-11-24

Approved: 1-13-25

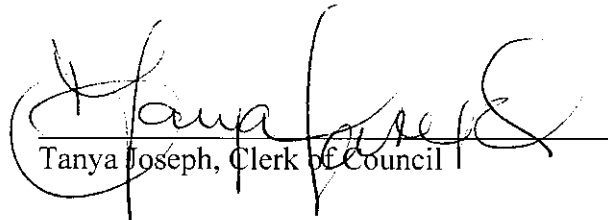

Mayor, Gary V. Gottschalk

I, Tanya Joseph, Clerk of Council of the Village of Oakwood, County of Cuyahoga and State of Ohio, do hereby certify that the foregoing Ordinance No. 2024-135 was duly and regularly passed by this Council at the meeting held on the 10th day of December, 2024.


Tanya Joseph, Clerk of Council

POSTING CERTIFICATE

I, Tanya Joseph, Clerk of Council of the Village of Oakwood, County of Cuyahoga and State of Ohio, do hereby certify that Ordinance No. 2024-135 was duly posted on the 13th day of January, 2025 and will remain posted in accordance with the Oakwood Village Charter.


Tanya Joseph, Clerk of Council

DATED: 1-13-25

Investment Summary

October 28, 2024 | Quote # Q-224791 | Version # 6 | Quote valid for 30 days



Client Company

Village of Oakwood
24800 Broadway Ave
Bedford, OH 44146
(440) 232-1035

Client Contact

Candace Williams
24800 Broadway Avenue
Oakwood Village, OH 44146
2166940799



Total Employee Count

135



Monthly Fee

\$2,371.40



One-Time Fees

\$5,490.80



Total Annual Investment

\$29,771.80

**Total Annual Investment includes estimated annual fees
*Annualized fees do not include usage based fees
*Monthly fees based on # of Active Employees as defined in the Service Agreement
**Plus sales tax if applicable*

See following pages for line item breakdown of services

This Investment Summary ("Investment Summary" or "Order") is governed by the Paylocity Subscription Agreement found [here](#) together with any additional terms specified below. Any terms and conditions referenced on a Client purchase order shall not apply to this Investment Summary.

By signing below, Client agrees to the terms and conditions of this Investment Summary and the SA which shall be effective as of the date of Client's signature below ("Order Effective Date").

Paylocity Account Executive	Date
Signature	

Cary Cline

Client Authorization	Date
Signature	

Signature

Name (Print)

National Awards & Recognition



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One-Time Fees	Qty	Rate	Price
HCM Bundle			\$3,115.80
Payroll Implementation	-	-	Included
General Ledger Implementation	-	-	Included
Time & Labor Implementation	-	-	Included
Benefits Administration Implementation	-	-	Included
Carrier Benefits EDI/API Implementation	4	\$1,500.00	\$0.00
Human Resources Implementation	-	-	Included
Self-Service Portal Implementation	-	-	Included
Time Off Implementation	-	-	Included
Custom Reports	1	\$375.00	\$375.00
Historical Data Conversion			
History Bundle Import - Check Detail, Department/Position, and Pay Rate	1	\$2,000.00	\$2,000.00
		One-Time Total	\$5,490.80

First 4 Carrier Benefit EDIs/APIs free at the time of Benefits Administration implementation. Price reflects number of carriers over 4. Be advised that each carrier counts towards the four free. Additional carriers will incur a fee.

Monthly Fees	Base	Qty	Rate	Monthly
HCM Bundle	\$123.65	135	\$16.65	\$2,371.40
Payroll				
• Payroll Processing	-	-	-	Included
• Expense Management	-	-	-	Included
• Unlimited Payroll Runs	-	-	-	Included
• Prorated & Retro Pay	-	-	-	Included
• New Hire Reporting	-	-	-	Included
• Direct Deposit	-	-	-	Included
• On Demand Payment	-	-	-	Included
• Check Printing Service	-	-	-	Included
• Tax Filing & Payments	-	-	-	Included
• General Ledger	-	-	-	Included
Time & Labor				
• Time & Attendance	-	-	-	Included
• Time Collection	-	-	-	Included
Benefits				
• Benefits Administration	-	-	-	Included
• Carrier Benefits EDI/API	-	4	-	Included
• Benefits Decision Support	-	-	-	Included
Human Resources				
• Human Resources Management	-	-	-	Included
• Workflows Process Automation	-	-	-	Included
• Centralized Document Library	-	-	-	Included
• Unlimited Custom Fields	-	-	-	Included
• Fillable Employee Forms	-	-	-	Included
• Time Off Management	-	-	-	Included
• Employee Self-Service	-	-	-	Included
• Position Management	-	-	-	Included
• Org Chart & Directory	-	-	-	Included

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• Skills & Certifications Management	-	-	-	Included
• ACA Tracking & Reporting	-	-	-	Included
• Compliance Management	-	-	-	Included
• Employment Verification	-	-	-	Included
Talent				
• Recruiting	-	-	-	Included
• Onboarding	-	-	-	Included
Employee Experience				
• AI Assist	-	-	-	Included
• Community	-	-	-	Included
• Recognition	-	-	-	Included
• Mobile App	-	-	-	Included
Insights & Reporting				
• Data Insights	-	-	-	Included
• Dynamic Reporting	-	-	-	Included
• Modern Workforce Index	-	-	-	Included
Customer Service				
• Dedicated Account Management	-	-	-	Included
• On Demand Training (PEAK)	-	-	-	Included
• Unlimited Product Training	-	-	-	Included
			Monthly Total	\$2,371.40

There is no fee to the company for On Demand Payment; however, employees will be charged \$1.25 per transaction.

Annual Fees	Base	Qty	Rate	Annual
W2 / 1099	\$50.00	135	\$7.00	\$995.00
Annual SSN Verification	\$25.00	135	\$0.50	\$92.50
1095 Forms	\$25.00	135	\$1.50	\$227.50
			Annual Total	\$1,315.00

Usage-Based Fees	Base	Rate
Electronic Garnishments		\$1.85
Direct Agency Pay		\$2.95
Delivery Next Day (UPS)		\$20.00
Split Pack		\$6.00

The fees listed above are invoiced as incurred on per usage basis in accordance with the terms and conditions. Please note these fees are in addition to the ongoing fees stated in the Investment Summary section of the quote.

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Additional Terms

The following additional terms and conditions apply to the Services described herein. Capitalized terms used herein and not otherwise defined have the meaning ascribed to such terms in the Paylocity Subscription Agreement.

1. Subscription Term

a) **Initial Subscription Term:** The Initial Subscription Term commences on Service Start Date and continues for a period of one month. "Service Start Date" means (i) to the extent the Order does not cover any payroll services, the Order Effective Date or (ii) in the case of an Order that contains payroll services, on the date of First Payroll Processing. "First Payroll Processing" means any use of Paylocity's Services by or on behalf of Client to administer payroll.

(b) **Renewal Term:** Upon conclusion of the Initial Subscription Term, the Services automatically renew for a period of one month at a time.

2. Additional Pricing and Payment Terms

(a) Implementation Fees are non-cancellable and non-refundable as of the Order Effective Date.

(b) Implementation Fees are due by Client upon the Order Effective Date.

(c) Paylocity reserves the right to update the price for the Services at any time commencing one year after the Order Effective Date, ("Initial Pricing Term").

(d) Client agrees to allow Paylocity to debit from its account(s) on due date any and all fees due to Paylocity under this Agreement and in the same manner that payroll and tax funds are collected.

(e) **Termination Fee:** If Client terminates the Agreement with any less than 30 days prior written notice, Client shall pay a termination fee equal to the average monthly amount billed for the Services over the prior 12 month period immediately preceding the termination (or if less than twelve (12) months has elapsed, the monthly average amount billed to Client over the months the Agreement was in effect prior to the termination date.)

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