

**From:** Dellaselva, Chris <[CDellaselva@StamfordCT.gov](mailto:CDellaselva@StamfordCT.gov)>

**Sent:** Friday, December 1, 2023 12:02 PM

**To:** Simmons, Caroline <[CSimmons@StamfordCT.gov](mailto:CSimmons@StamfordCT.gov)>

**Cc:** Meyer, Lauren <[LMeyer@StamfordCT.gov](mailto:LMeyer@StamfordCT.gov)>; Levy, Linda <[LLevy@StamfordCT.gov](mailto:LLevy@StamfordCT.gov)>; Yanik, David <[DYanik@StamfordCT.gov](mailto:DYanik@StamfordCT.gov)>; Robitaille, Robert <[RRobitaille@StamfordCT.gov](mailto:RRobitaille@StamfordCT.gov)>; Larson, Erik <[ELarson@StamfordCT.gov](mailto:ELarson@StamfordCT.gov)>

**Subject:** Ceridian-Stamford HRIS & Payroll Solution Software (RFP No. 714)

Good morning Your Honor,

Attached are (1) a Ceridian Block of Hours Order Form and (2) a Ceridian Services Requirement Specification (SRS). If agreeable, ***please forward this email and the attached documents to the City's Board of Finance for consideration/approval.***

The Controller's Office is purchasing a block of 500 hours at a reduced rate of \$145/hour for a total of \$72,500.00. The new SRS for M. Kimmel at Ceridian is for a total of 105 hours at the current rate of \$170.00 per hour for a total of \$17,850.00. Per B. Robitaille, the City's Divisional Finance Manager, the last BOF approved contract value was \$998,805.00. These two items, therefore, require BOF approval because the total contract value will now increase by more than 15% from what was last approved. See B. Robitaille's Expenditure Summary attached for details.

Please contact B. Robitaille directly if you have specific questions about this new Order Form, SRS Document or the associated fees. You may, of course, contact me at your convenience if I may be of any further assistance to you in this matter.

Thank you,

Chris Dellaselva  
Assistant Corporation Counsel  
City of Stamford Office of Legal Affairs  
888 Washington Boulevard  
P.O. Box 10152  
Stamford, CT 06904-2152  
(203) 977-5762  
Fax: (203) 977-5560