

**RESOLUTION R-044-25**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF WALKER COUNTY TO ENTER INTO A CONTRACT FOR PAYROLL SERVICES**

**WHEREAS**, the Board of Commissioners of Walker County ("Board") is the governing authority of Walker County, Georgia; and

**WHEREAS**, over 400 full-time employees work for Walker County Government and receive payment for their services either bi-weekly or monthly; and

**WHEREAS**, modern payroll systems streamline the payroll process and improve productivity, accountability and access to information while reducing labor costs; and

**WHEREAS**, the county's Human Resources and Accounting departments have reviewed payroll systems available from three separate vendors; and

**WHEREAS**, staff recommends contracting with Paycor because its' system is user friendly, has a multitude of human resources functions and is cost effective;

**THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Walker County, Georgia that the Chairwoman is authorized to sign all documents necessary to transition payroll services to Paycor, per the terms set forth in "Exhibit A;"

**BE IT FURTHER RESOLVED** the first payment to Paycore shall be attributed to Department 1535 – Data Processing/MIS, line item 521300.95 - Technical Contractual Services, in the fiscal S2025 budget.

**SO RESOLVED AND ADOPTED** this 5<sup>th</sup> day of June, 2025.

**ATTEST:**

**WALKER COUNTY, GEORGIA**



LISA RICHARDSON, County Clerk



ANGELA TEEMS, Chairwoman/CEO



The foregoing Resolution received a motion for Approval from Commissioner Teems, second by Commissioner Hart, and upon the question the vote is 4 ayes, 0 nays to Approve the Resolution.





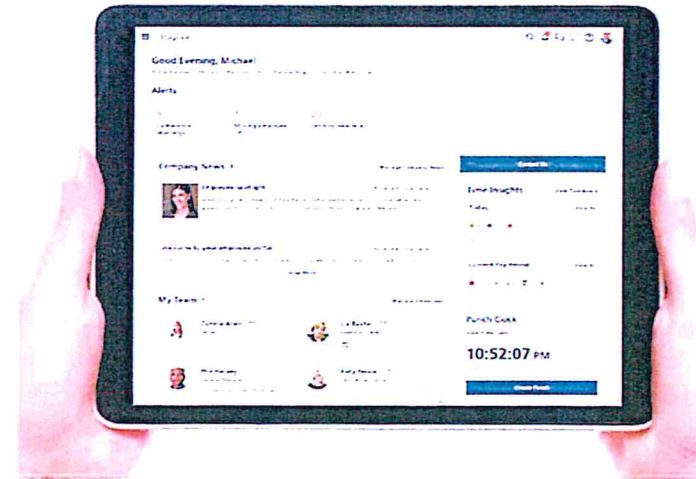
## Paycor Partnership Proposal for





# Why Partner with Paycor?

- About Paycor
- Paycor Proposal
  - Contract Terms
- Current State
- Future State with Paycor
- Paycor Products
  - Recruiting
  - Onboarding
  - Employee Profile
  - Time & Attendance
  - Payroll
  - Benefits
  - Reports and Analytics
- Risk Management
- What our Clients Say
- Implementation Team
- Implementation Calendar
- Paycor Client Support



**You're in**  
Your Paycor Success Team:  
**good hands!**



Carly Pujols  
Principal Enterprise Sales  
Consultant

# About Paycor

- NYSE: PAYX
- 800,000 clients across the US
- Pay 1 in 11 private sector U.S. employees
- Full spectrum HR advisory and employee solutions
- Almost 90 years of combined experience in payroll & HCM technology - Paycor was founded in 1990 and Paychex was founded in 1971
- Paycor purchased by Paychex in 2025
- Paycor is a standalone business unit and is the sole technology for



The screenshot displays the Paycor HR dashboard for a user named Jelena. The interface is organized into several sections:

- Alerts:** A section titled "No alerts for now" with a sub-message "You are good to go!" and an illustration of a person at a laptop.
- Onboarding:** A table showing the progress of new hires.
 

Name	Status	Start Date	Progress
John Smith	Tax Setup	02/15	100%
Jane Doe	Personal	04/05	100%
Mike Chen	Welcome	06/15	100%
Emily White	Verification	07/05	100%
David Lee	Review	10/01	100%
- Recruiting:** A section for managing job openings, showing a table with columns for Job, Job Status, Date, New Applicants, and Next Up.
- Time Insights:** A section providing analytics on employee time, including "Today", "This Week", and "Current Pay Period" with various filters and charts.
- My Team:** A list of team members with their names and roles.
- Engage:** A section for company news and announcements.
- Tax Document Status:** A section for managing tax-related documents.

# Proposal



County of Walker  
101 S Duke St  
La Fayette, GA 30728  
(706) 638-1437

Prepared by: Carly Pujols

## Pricing Summary

One Time Fees	Annualized Fees	First Year Investment
Setup Fees \$6,500.00	Service Fees \$36,208.00	One Time Fees \$6,500.00
Clock Purchase \$0.00	Year End Fees \$1,840.00	Annualized Fees \$38,048.00
<b>Net One Time Fees \$6,500.00</b>	<b>Net Annualized \$38,048.00</b>	<b>Net Total \$44,548.00</b>

## Pricing Detail

	Payrolls	Employees	Processings per Year
County of Walker	1	450	26
County of Walker		450	26
	1	450	<b>26</b>

## County of Walker Per Payroll Processing Fees

Service	Unit	Qty	\$ Cost Per	\$ Total
Pro Wage Garnishment	Each	1	\$3.00	\$3.00
			<b>Subtotal:</b>	<b>\$3.00</b>

## County of Walker New Hire Filing Fees (Incurred per new employee)

Service	Unit	Qty	\$ Cost Per	\$ Total
E-Verify Service	Per Active Employee	1	\$0.00	\$0.00
			<b>Subtotal:</b>	<b>\$0.00</b>

## County of Walker Monthly Fees

Service	Unit	Qty	\$ Cost Per	\$ Total
HCM Core	Per Active Employee	450	\$5.00	\$2,250.00
ACA Per EE Fee	Included			0
Check Stuffing	Included			0
Electronic Custom Data File	Included			0
Employee Import	Included			0
General Ledger Report	Included			0
HR Support Ctr	Included			0
HR Support Ctr On-Demand	Included			0
Labor Distribution	Included			0
Labor Law Poster	Included			0
New Hire Filing EVS	Included			0
Off Cycle Payroll Fee	Included			0
Onboarding	Included			0
Online Check Stub	Included			0
Online Reporting	Included			0
Payroll Analytics Plus	Included			0
Payroll HR	Included			0
Payroll Pulse	Included			0
Payroll and Tax Service	Included			0
Reporting Options	Included			0
360 401k Integration	Each	450	\$0.00	\$0.00
401(k) EDI Processing	Each	450	\$0.00	\$0.00
Electronic GL Monthly	Per Active Employee	450	\$0.00	\$0.00
Electronic GL Per Run	Per Active Employee	450	\$0.00	\$0.00
Job Costing Electronic GL	Per Active Employee	450	\$0.00	\$0.00
On-Demand Pay	1	1	\$0.00	\$0.00
Payroll Recruiting Pro	Per Active Employee	450	\$1.00	\$450.00
Payroll Time	Each	100	\$1.00	\$100.00
The Work Number	Per Active Employee	1	\$0.00	\$0.00
Time Off Manager	Per Active Employee	450	\$0.00	\$0.00
Worker Opportunity Tax Credit	Per Active Employee	1	\$0.00	\$0.00
			<b>Subtotal:</b>	<b>\$3,000.00</b>

## County of Walker Estimated Year End Fees (Actual value based on quantity of W2's processed. Amount varies by yearly number of employees)

Service	Unit	Qty	\$ Cost Per	\$ Total
ACA YE 1034 Fee	Each	1	\$0.00	\$0.00
ACA YE 1035 Fee	Each	450	\$0.00	\$0.00
W2 Base Fee	Each	1	\$40.00	\$40.00
W2 Processing	Each	450	\$4.00	\$1,800.00
			<b>Subtotal:</b>	<b>\$1,840.00</b>

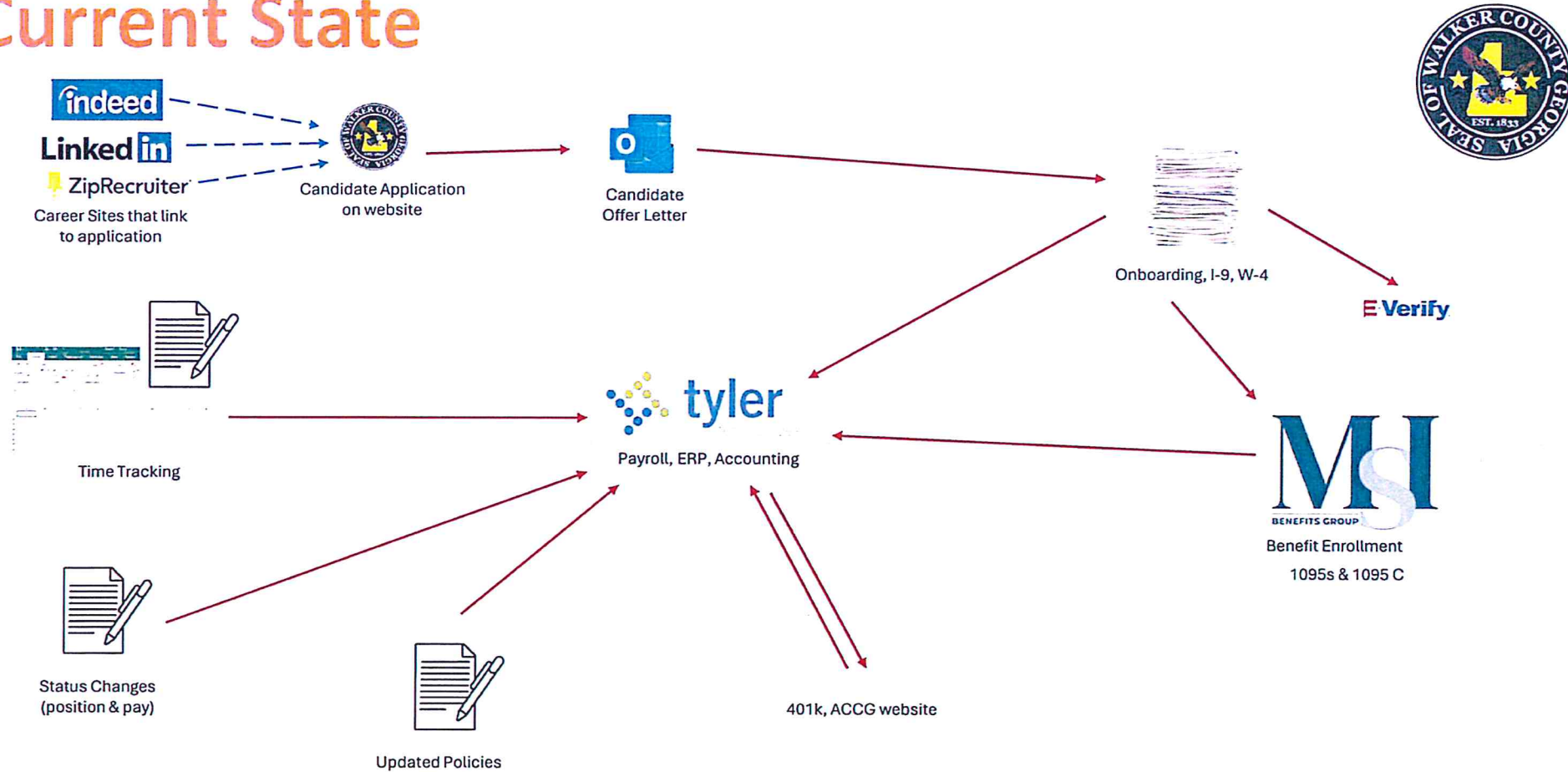
Implementation Fees	Qty	\$ Cost Per	\$ Total
401K/EDI Setup Fee	1	\$0.00	\$0.00
ACA Setup Fee	450	\$0.00	\$0.00
Electronic GL Setup Fee	1	\$0.00	\$0.00
Onboarding Setup Fee	450	\$0.00	\$0.00
Payroll HR Setup Fee	450	\$4.44	\$2,000.00
Payroll Recruiting Pro Setup Fee	450	\$1.11	\$500.00
Payroll Time Setup Fee	450	\$2.22	\$1,000.00
Payroll Setup Fee	450	\$6.67	\$3,000.00
			<b>\$6,500.00</b>

# Contract Terms

- 6 months 50% off HCM Cor Promotion for June = \$6,750 first year savings
  - Total first year costs = **\$37,798**
  - Total second year costs = **\$38,048**
- 2-year price lock
- 5% cap on future increases
- Implementation fees due AFTER first payroll process
  - Split in 6 equal payments over a 6-month period

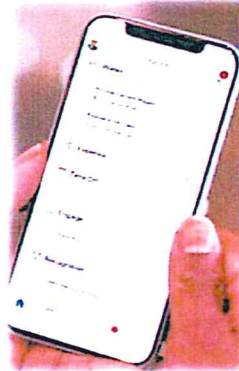
One Time Fees		Annualized Fees		First Year Investment	
Setup Fees	\$6,500.00	Service Fees	\$36,200.00	One Time Fees	\$6,500.00
Clock Purchase	\$0.00	Year End Fees	\$1,848.00	Annualized Fees	\$38,048.00
Net One Time Fees	\$6,500.00	Net Annualized	\$38,048.00	Net Total	\$44,548.00

# Current State





# Future State



401k, ACCG website



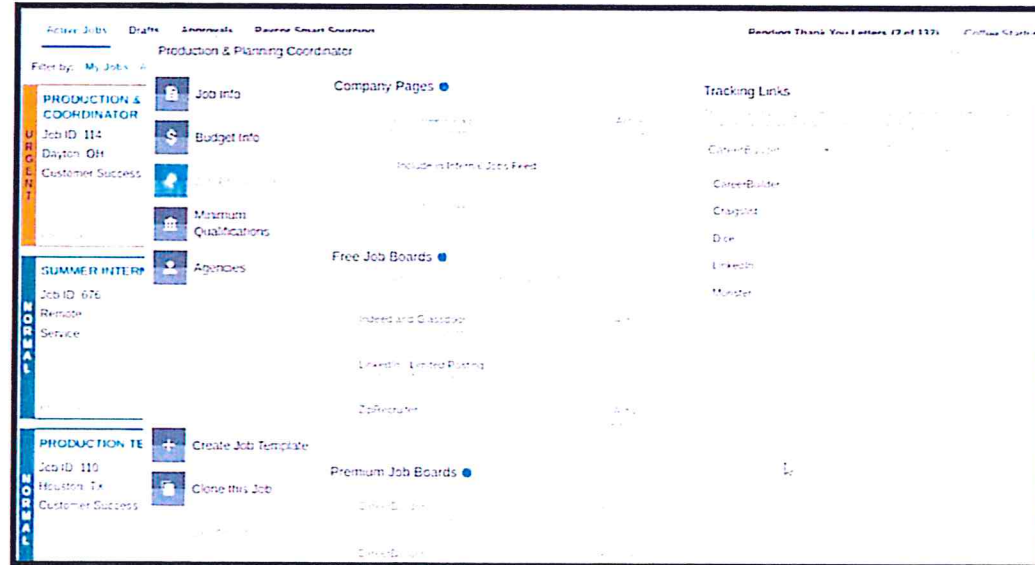
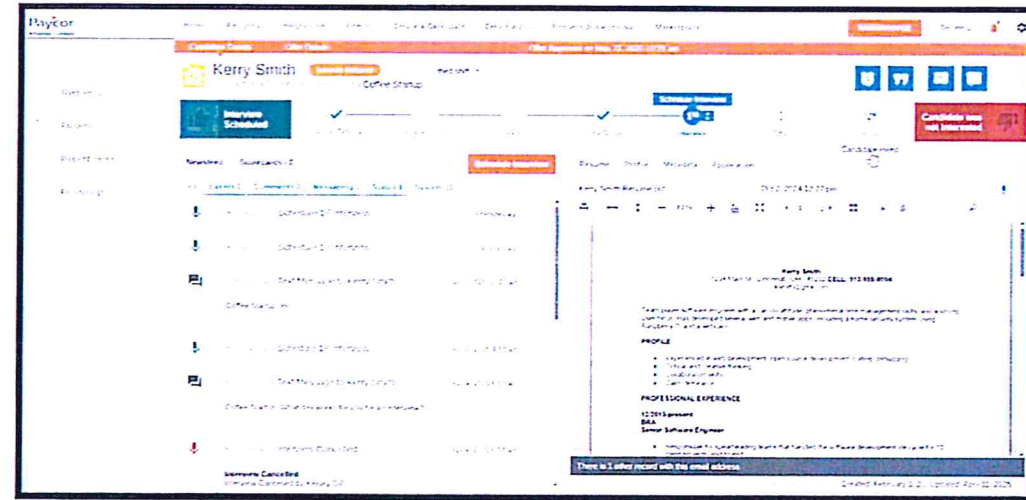
One single application that streamlines communication across all systems, helping empower your employees and leaders while providing you with the data you need to drive better business outcomes



# Recruiting

## How Paycor can help:

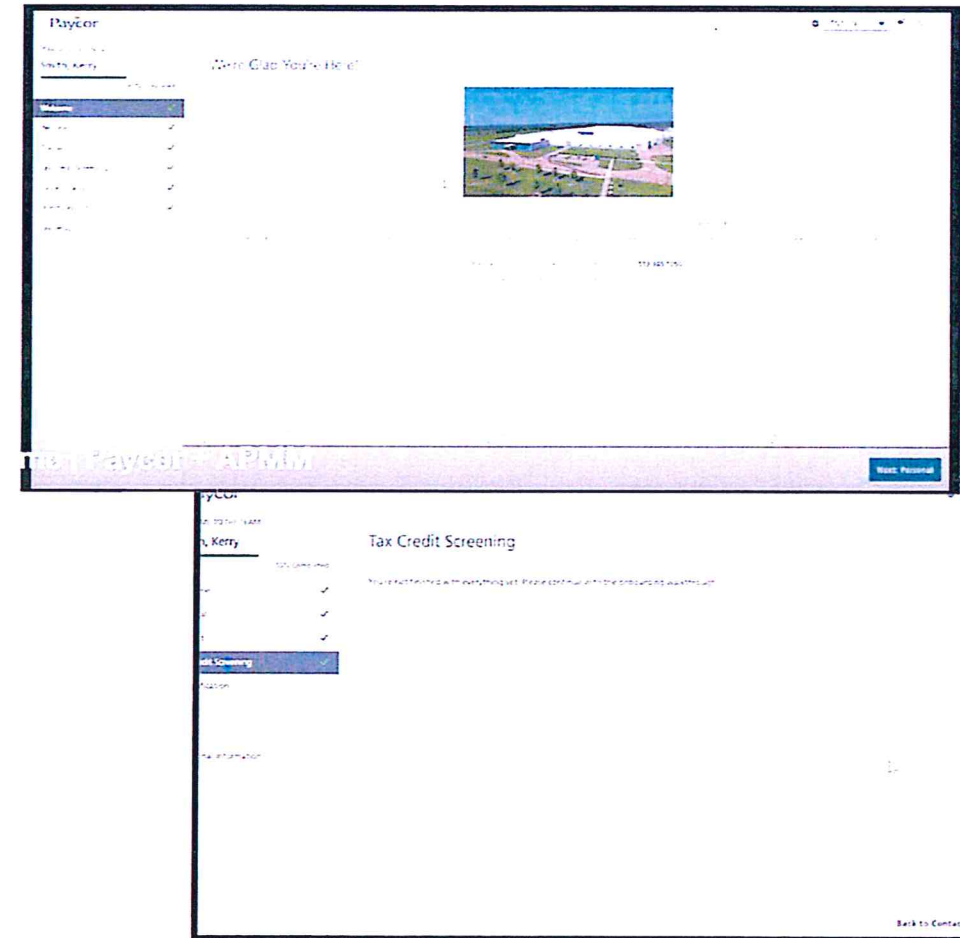
- ✓ Paycor automatically posts out to job boards on your behalf - Indeed, Glassdoor, ZipRecruiter & LinkedIn and candidates come right back into Paycor
- ✓ Paycor has iframe for candidates to apply from your website
- ✓ Knockout questions and automated candidate scoring
- ✓ Sometimes get 40+ applicants on a job Auto tracking of length of time to hire and creation of charts
- ✓ Text candidates directly through Paycor
- ✓ Activity timeline to track all conversations, texts, attachments with candidates on one screen Offer letter management
- ✓ Electronic offer letters



# Onboarding

## How Paycor can help:

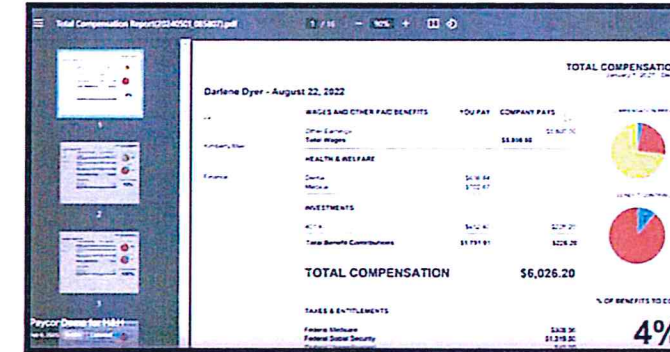
- ✓ Paycor verifies bank account with no need to pre-note
- ✓ No more paper! 100% electronic onboarding that automatically updates their employee profile and payroll
- ✓ Reduce orientation time
- ✓ Paycor manages the I-9 and W-4 compliance
- ✓ Integration with E-Verify – removing manual data entry, Paycor hooks up directly through your account
- ✓ Automatically notify state of new hires



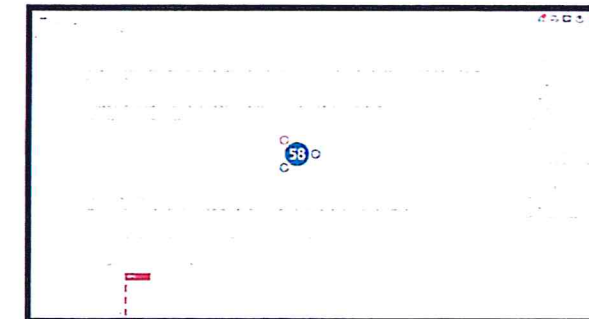
# Employee Profile

## How Paycor Can Help:

- ✓ Automatically send updated documents and policies to all employees to sign with a click of a button
- ✓ Automated approval process for pay and position changes
- ✓ Electronic tracking of accidents & workers compensation
- ✓ Ability to electronically track discipline and coaching of employees
- ✓ Scheduled
- ✓ Total Compensation report automatically created for each employee
- ✓ Survey tool to use for team member questionnaires
- ✓ HR Support Center On Demand for HR compliance help



Employee Name	Position	Rate	Hours	Gross Pay	Fed Tax	State Tax	Fed Unemp	State Unemp	Net Pay
John Doe	Manager	\$1,800.00	40	\$7,200.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
Jane Smith	Manager	\$1,800.00	40	\$7,200.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
Mike Johnson	Manager	\$1,800.00	40	\$7,200.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
Sarah Lee	Manager	\$1,800.00	40	\$7,200.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
David Kim	Manager	\$1,800.00	40	\$7,200.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00

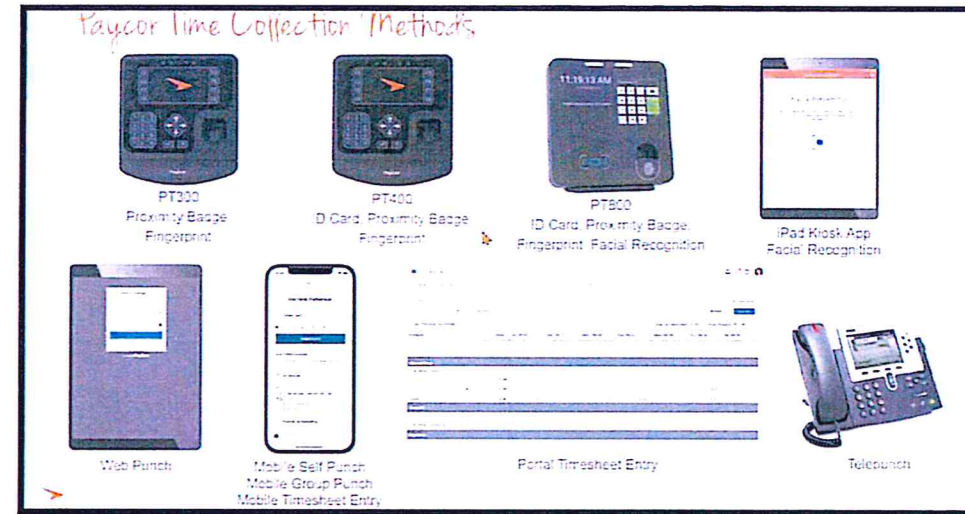




## Time & Attendance

## How Paycor can help:

- ✓ Can add supplemental pay to employees that ties back to GL and grants
- ✓ Employee working 2 different jobs can have multiple rates of pay & Paycor will allocate time correctly to correct rate of pay
- ✓ No more paper and excel timesheets. Time automatically flows to payroll
- ✓ Departments that don't follow traditional 8-hour days – Paycor can handle fire dept (48-hour shifts) and police dept unique rules
- ✓ Employees can clock from android or iPad tablet, through mobile with geo-tracking, or from IP address locked computer or enter time into electronic time sheet
- ✓ Ability to restrict punch types by groups of employees

[illegible]

# Time Off

## How Paycor can help:

- ✓ Ability to ensure PTO does not count towards overtime for salaried employees
- ✓ Electronically approve and deny PTO requests
- ✓ Automated accrual tracking
- ✓ Automated payouts of PTO upon termination of employee
- ✓ Hardship buyouts can be done in payroll or added to the timecard (ability to ensure a second check does not take out taxes)


The screenshot shows the 'Paid Leave' configuration page in Paycor. At the top, there is a progress bar with six steps: General Information, Accrual Rules, Accrual Limits, Payouts (Active), Automatic Payout, and Assign Employees. The 'Automatic Payout' step is currently selected and highlighted with a circle. Below the progress bar, the 'Automatic Payout' section is expanded, showing a toggle switch set to 'On'. A red error message states: 'The Time Off Type must have an earning code set for the Payout, before you can configure the Payout.' Below this, there is a 'Payout Date' field with a dropdown menu. The 'Payout Amount' section has a radio button selected for 'Entire Balance' and a 'Set Maximum Amount' link. The 'Payout Upon Termination' section also has a toggle switch set to 'On' with the same red error message. It includes a 'Payout Amount' section with a radio button for 'Entire Balance' and a 'Set Maximum Amount' link.






# Payroll




### What you need to know:

- ✓ Live payroll
- ✓ Free off cycle payrolls
- ✓ Update employee profiles while in payroll and payroll automatically updates
- ✓ Supplemental pay automation
- ✓ Add earnings and deduction codes at any time
- ✓ Additional checks automatically remove taxing
- ✓ Full garnishments service – just upload and notify employee & we take care of the rest! Automatic calculation of retro pay
- ✓ Automated arrears tracking “set and forget”
- ✓ Effective data pay changes with automated pro-rating
- ✓ Customized GL export to import into Tyler Technologies (Tyler New World – Paycor has been mapping since 2020)
- ✓ Self print checks option or Paycor prints and ships to you

**Employees Due Retroactive Pay**

 The following employees have a pending outstanding pay amount due. Payroll is applied on a first-in, first-out basis. Sort the employees you wish to approve.

 Approve	 Data	 Employee ID	 Name	 Retroactive Amount
<input checked="" type="checkbox"/>		101	Joe and Family	\$1,000.00

 Export Data  Cancel  OK

[Back to Home](#)

[Add Change Request](#)
[Approve Request](#)

**Payroll - Weekly**  
Pay Period: 02/01/25 - 02/07/25    Check Date: 02/14/25

Estimated Liability and Variance	Explore Variance >	Employees	Check Summary	Reports
Net Cash	\$15,218.04 ↓ 50%	17 Employees Paid	17 Employee Checks	Pay Roll Payroll Journal
Employee Tax Liability	\$2,772.06 ↓ 93%	0 Exempt Employees Paid	0 Master Checks	Pay Roll Employee Exp
Employer Tax Liability	\$1,616.40 ↓ 256%	0 Employees Not Paid	0 Third Party Bank Pmts	Payroll Audit Report
Total Cash Requirements	\$16,836.50 ↓ 44%	0 New Hires Paid	0 Loaded Checks	Gen. Requirements
Comprehensive Payroll Report - Weekly 02/12/25				

[Payroll Summary](#)
[Bank Details](#)
[Payroll Totals - All Departments](#)

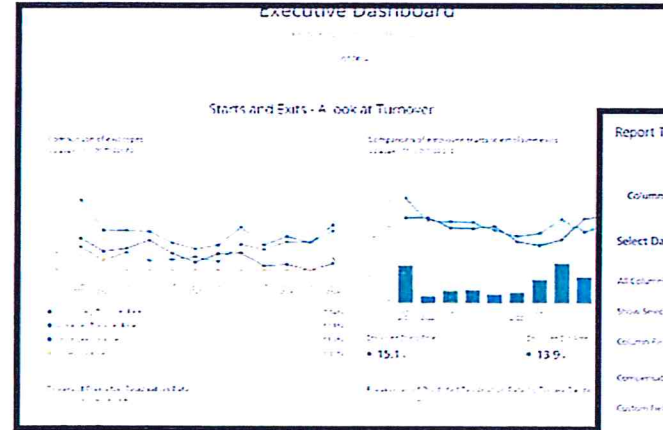
Payroll History							Tools		Help	
Payroll	Client	Payroll	Progress	Show	Status					
Client	55825 - Eastern Hospital - 01043	Payroll	48% Complete	Next 12 Months	All Items					
1	Payroll	Weekly	01/01/20	01/01/20 - 01/01/20	01/01/20	Completed	+ Add Item	Review	Begin	
2	Payroll	Weekly	01/01/20	01/01/20 - 01/01/20	01/01/20	Completed	+ Add Item	Review	Begin	
3	Payroll	Bi-Weekly	01/01/20	01/01/20 - 01/01/20	01/01/20	Completed	+ Add Item	Review	Begin	
4	Payroll	Weekly	01/01/20	01/01/20 - 01/01/20	01/01/20	Completed	+ Add Item	Review	Begin	
5	Payroll	Weekly	01/01/20	01/01/20 - 01/01/20	01/01/20	Completed	+ Add Item	Review	Begin	
6	Payroll	Bi-Weekly	01/01/20	01/01/20 - 01/01/20	01/01/20	Completed	+ Add Item	Review	Begin	
7	Payroll	Weekly	01/01/20	01/01/20 - 01/01/20	01/01/20	Completed	+ Add Item	Review	Begin	
8	Payroll	Weekly	01/01/20	01/01/20 - 01/01/20	01/01/20	Completed	+ Add Item	Review	Begin	
9	Payroll	Weekly	01/01/20	01/01/20 - 01/01/20	01/01/20	Completed	+ Add Item	Review	Begin	
10	Payroll	Weekly	01/01/20	01/01/20 - 01/01/20	01/01/20	Completed	+ Add Item	Review	Begin	



## Reports & Analytics

## How Paycor can help:

- ✓ Canned reports that you can adjust
- ✓ Custom report builder
- ✓ Favorite Reports
- ✓ Scheduled reports
- ✓ Pull reports into various formats
- ✓ Search across all data points & reports
- ✓ Dashboards
- ✓ Filter, group & sort data on all canned and custom reports
- ✓ Analytics – drill down into data
- ✓ Share reports that maintain security access across users



Report Tools - Labor Hours Detail with Estimated Cost (OP)

Columns | User Defined Columns | Column Formatting | Filter | Advanced Filter | Group | Sort | Totals

Select Data Columns

name

All Columns (30 of 135 selected)

Employment Information

Client ID + Name

Client Name

Company Name

Department Code + Name

Personal Information

Assigned Name

First Name

Department Name

Manager Last Name

Manager Last Name

Maiden Name

Middle Name

Labor Hours Details

**Create a New Report**

Choose a starting report to customize as needed.

**Standard Reports**

- Benefits Reports
- California Reports
- Custom Reports
- HR Reports
- Onboarding Reports
- Payroll Reports
- Security Reports
- Time Reports

**Operational Reports**

View and manage existing operational reports for your organization. (Note: Reports for new reports are not yet available.)

- Time Reports

# Risk Management

- ✓ Employee Adoption
  - ✓ Administrative Trainings
  - ✓ Employee & Manager training videos
  - ✓ Knowledge Center with instructional videos and SOPs
- ✓ Project Completion
  - ✓ Dedicated Project Manager
  - ✓ Dedicated Implementation Consultant Specialists
  - ✓ Project Plan with timelines provided and updated weekly
  - ✓ \$0 paid prior to first payroll in Paycor
- ✓ Data Accuracy
  - ✓ Paycor has a thorough quality assurance process to ensure your data is accurate in Paycor
  - ✓ Multiple calls reviewing and verifying data
  - ✓ 2 different data extraction points to ensure most up to date information

# What Our Clients Say...

## What my clients say:



questions and concerns are answered throughout the implementation process. With Carly's help, we were able to get our system up and running quickly. Carly's expertise and support were invaluable throughout the entire process. We highly recommend Carly to any organization looking for a professional and experienced HRIS implementation partner.

At this point we only have your HRIS system, but my goal is to bring this "1950's" company into the 21<sup>st</sup> Century. And with Carly's help I believe we are on our way. She has been an invaluable resource to our team from the initial sales calls through the implementation, to our transition to support operations. I am hopeful that adding the payroll module is our next move, and I am confident that Carly is the right person to come in and sell that to our very hesitant Executive Team.

We are only just getting started with your system, but we are already seeing the benefits. Carly's expertise and support were invaluable throughout the entire process. We highly recommend Carly to any organization looking for a professional and experienced HRIS implementation partner.



What truly sets Carly apart is her unwavering dedication to her clients. She consistently exceeded our expectations, going above and beyond to ensure our needs were not only met but surpassed. Carly's expertise and support were invaluable throughout the entire process. We highly recommend Carly to any organization looking for a professional and experienced HRIS implementation partner.

In summary, Carly Pujols is an outstanding professional who exemplifies the highest standards of client service. We are immensely grateful for her expertise, support, and unwavering dedication to our success. I wholeheartedly recommend Carly to any organization seeking exceptional service and support.



IPS is not only replacing Payroll and HCM, but all related systems, including recruiting, onboarding, scheduling, timekeeping, training, and knowledge management. The most critical and highest risk implementation for IPS is Payroll and HCM. On top of being higher risk, there was a need to implement payroll in 3 weeks to hit the quarter start date for tax purposes, otherwise, IPS would need to wait 3 more months until the next quarter.

Our sales representatives, Carly Pujols and John Coyle have been excellent in communication and transparency with our team from the initial sales calls through implementation. They engaged the implementation team immediately to meet our timeline and helped us through any product related questions throughout the process. They made sure we had all the people and information resources needed.

Throughout my career, I have done many system implementations, and this was the best communication and effort I have experienced. We really appreciate all you do.

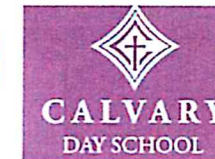
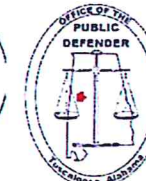
## Brands that trust Paycor:



**RICHMOND HILL**  
GEORGIA



Alliance pine



**YANMAR**

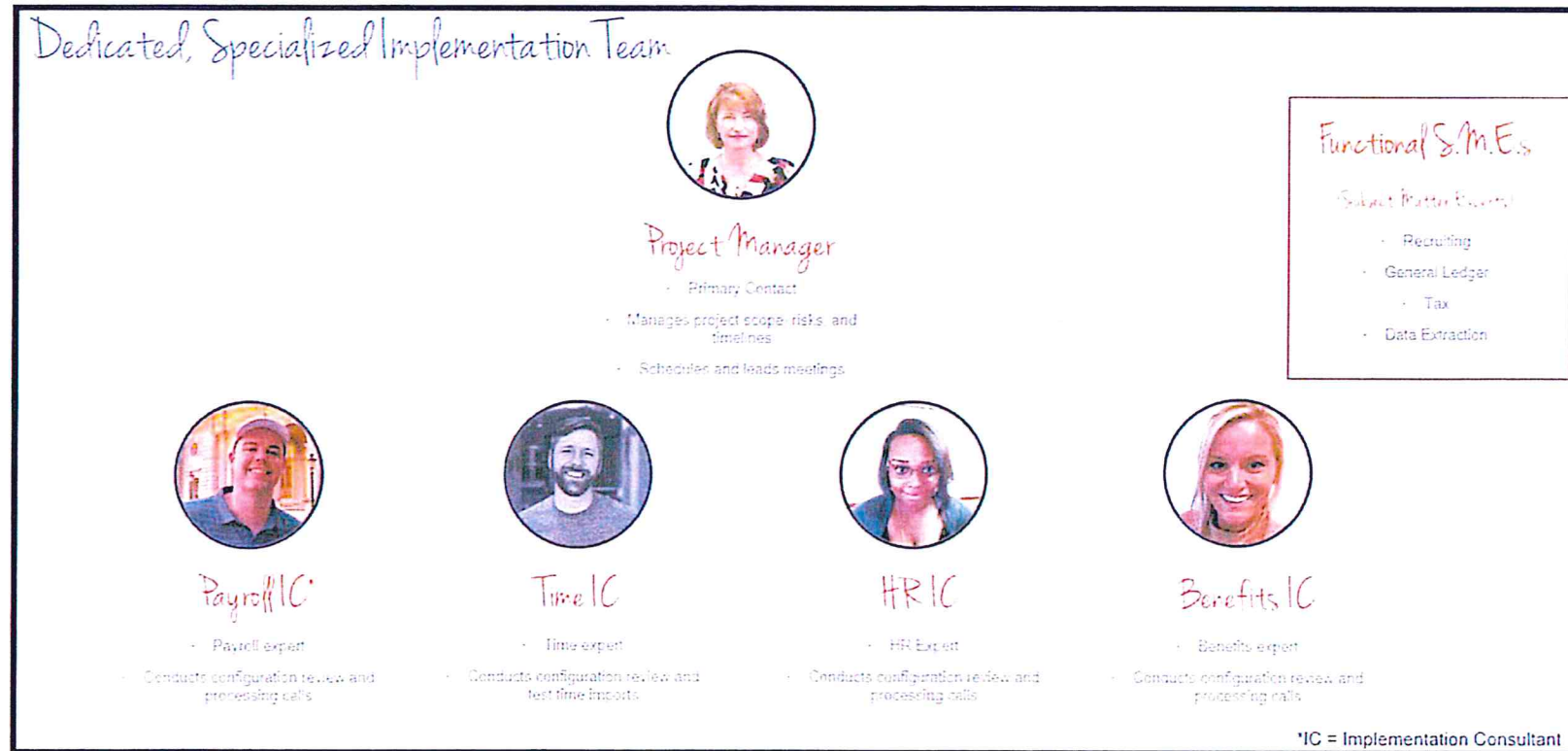


PLATTE COUNTY





# Implementation & Change Management



# Implementation Calendar

June  
System Go-Live



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5 Board Meeting	6	7
8	9	10 Legal approval process	11	12	13 Partnership Finalized	14
15	16 Paycor submits paperwork	17 Implementation Team Assigned	18	19	20 Kick Off Meeting	21
22	23 Gain Access to Getting Started Portal	24	25 Collect Employee Data	26	27 Provide Paycor Employee Data	28
29	30 Paycor reviews files					

# Implementation Calendar

July  
Payroll Go-Live



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
		Paycor building out system		Define system configuration and security/access		
6	7	8	9	10	11	12
		Paycor reviewing system configuration with Walker County			System Admin Training	
13	14	15	16	17	18	19
		Manager & Employee Trainings		Pay Period Start for bi-weekly	Employees begin clocking in Paycor	
20	21	22	23	24	25	26
			Complete comparison payroll run, load YTD wage and tax data			
27	28	29	30 Pay Period End	31 Review and prep payroll		



# Implementation Calendar

## August

Payroll Go-Live



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Submit payroll by 3pm PST	2
3	4	5 1 <sup>st</sup> Check Date in Paycor	6	7	8	9
10	11	12	13	14 Review and prep payroll	15 Submit payroll by 3pm PST	16
17	18	19 2 <sup>nd</sup> Check Date in Paycor	20	21	22	23
24	25	26	27	28	29	

# Paycor Client Support

## Partnership Resource

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Customer Success Manager

### How I Support Paycor Clients:

- Align priorities and challenges with Paycor vision
- Plan utilization of Paycor proactively identifying/mitigating risk
  - Align resources
- Quarterly updates on our product and CX Roadmap



### Omni-channel Support

Live Chat

Self-Help

Submit A Case Management