## Statewide Time and Attendance Management System

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|---|---|
| **FY2026 Request:** | **$7,000,000** |
| **Reference No:** | **66147** |

**AP/AL:** Appropriation

**Category:** General Government
**Location:** Statewide
**Impact House District:** Statewide (HD 1 - 40)
**Estimated Project Dates:** 07/01/2025 - 06/30/2030

**Project Type:** Information Technology / Systems / Communication

**House District:** Statewide (HD 1 - 40)
**Contact:** Eric DeMoulin
**Contact Phone:** (907)465-1009

**Brief Summary and Statement of Need:**
The Division of Finance is seeking to implement a new time and attendance management system to enhance payroll services for approximately 14,000 executive branch employees across all State departments. Currently, the Division relies on the IRIS Human Resource Management system, which allows for basic timesheet entry but does not adequately address the complex timekeeping needs arising from various bargaining units and special agreements. The existing process involves over 200 event codes and significant manual input, leading to inefficiencies and increased potential for data entry errors.

| Funding: | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 | FY2031 | Total |
|---|---|---|---|---|---|---|---|
| 1004 Gen Fund | $7,000,000 | | | | | | $7,000,000 |
| Total: | $7,000,000 | $0 | $0 | $0 | $0 | $0 | $7,000,000 |

| | | |
|---|---|---|
| ☐ State Match Required | ☑ One-Time Project | ☐ Phased - new ☐ Phased - underway ☐ Ongoing |
| 0% = Minimum State Match % Required | | ☐ Amendment ☐ Mental Health Bill |

**Operating & Maintenance Costs:**

| | Amount | Staff |
|---|---|---|
| Project Development: | 0 | 0 |
| Ongoing Operating: | 0 | 0 |
| One-Time Startup: | 0 | |
| Totals: | 0 | 0 |

**Prior Funding History / Additional Information:**

**Project Description/Justification:**
The existing time keeping programming in the current statewide system (IRIS) is limited to simple timesheet functionality. This project will implement Software as a Service (SaaS) solutions to the State of Alaska's time keeping and payroll system.

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By adopting a new time collection system, the Division aims to streamline the time entry for

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employees, improve the efficiency of timesheet reviews by Human Resource staff, and reduce reliance on paper forms. This transition is expected to result in substantial gains in productivity, operational efficiency, and accuracy, ultimately enhancing the division's ability to maintain compliance with collective bargaining agreements and other regulatory requirements. The implementation of this system will modernize payroll processes and support the division's mission to provide effective accounting and payroll services for the State of Alaska.

The cost estimates are based on a June 2024 Request for Information (RFI), and includes an estimated four years of operation expenses. First year implementation and operations would total $2.5 million, and $1 million operation costs for four years after implementation. Three short term, non-permanent Business Analyst 1/2 positions will be needed to implement the system.