

Purchasing Department
Madison County Board of Supervisors
146 West Center Street
Canton, Mississippi 39046

601-855-5503
hardy@madison-co.com

28 February 2017

District 1 Supervisor Sheila Jones
District 2 Supervisor Trey Baxter
District 3 Supervisor Gerald Steen
District 4 Supervisor David Bishop
District 5 Supervisor Paul Griffin

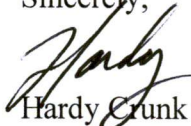
Subject: Approve Time Clock Plus Annual Employee Software Licenses

Dear Board Members:

The board on February 6 awarded the bid for an employee time clock system to Time Clock Plus. The attached quote is for the annual cloud-based software license fee of \$18 per employee that was part of the awarded bid.

I recommend that the board approve the attached annual software license fee quote for 332 employees at \$18 each, for a total of \$5,976, and authorize payment of same.

Sincerely,


Hardy Crunk
Purchasing Clerk

TimeClock Plus
 by Data Management, Inc.
 1 Time Clock Drive, San Angelo, TX 76904
 325 223-9500 800 749-8463
 sales@timeclockplus.com

| Quote | Customer | Quote Date |
|--------|----------|------------|
| 422412 | 69054 | 02/27/2017 |

| CUSTOMER |
|--|
| Madison County Accounts Payable (601) 855-5509 PO BOX 608 Canton, MS 39046-0608 |

| Rep | Entry | Method of Shipment | Method of Payment | P.O. Number |
|---------|-------|--------------------|----------------------|-------------|
| HAMPTON | JAMES | N/A | Purchase Order Net30 | TBD |

| Stock No. | Ordered | Description | Unit Cost | Total |
|--|---------|--|-----------|----------|
| 1025-8030 | 332 | TimeClock Plus Professional Annual Employee Licenses | 18.00 | 5,976.00 |
| Valid for 14 days. Expires 03/13/2017. | | | | |



Subtotal: 5,976.00
 S & H: 0.00
 Total: 5,976.00

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*BOS Approved
6 Feb 2017*

2 February 2017

District 1 Supervisor Sheila Jones
District 2 Supervisor Trey Baxter
District 3 Supervisor Gerald Steen
District 4 Supervisor David Bishop
District 5 Supervisor Paul Griffin

Subject: Employee time clock system

Dear Board Members:

The board previously authorized advertising for bids for an employee time clock system. The only bid received was from Time Clock Plus. A copy of the bid is attached.

County Administrator/Comptroller Shelton Vance will present information as to the need for a time clock system for payroll and overtime requirement purposes.

Mr. Vance, Human Resources Director Loretta Phillips, IT Director Duane Thompson, and I have discussed the bid options. If the board decides to move forward with a time clock system, the following motion is in order:

Award the bid for a time clock system to Time Clock Plus as follows:

- | | |
|---|------------|
| 1. 10 time clock machines @ \$2,449 each | \$24,490 |
| 2. Annual hardware maintenance @ 16 percent of hardware cost | \$3,819.40 |
| * 3. <u>Cloud-based software @ \$18 per year per employee</u> | |
| 4. One-time Cloud-based activation fee | \$2,308 |
| 5. Remote implementation and training | \$3,600 |

Sincerely,

Hardy Crunk
Hardy Crunk
Purchase Clerk

BID SHEET

EMPLOYEE TIME & ATTENDANCE SYSTEM

Bid Due Date: 10 A.M. 17 January 2017

Madison County Chancery Clerk's Office

Madison County Chancery Courthouse

Rooms 225-227, Second Floor

146 West Center Street, Canton, Mississippi 39046

(Any and All Information on Bid Sheet is Part of the Specifications)

| | | |
|--|---------------------|-------|
| 12 TIME CLOCK MACHINES: | \$ <u>29,388.00</u> | Total |
| ADDITIONAL TIME CLOCK MACHINES: | \$ <u>2,449.00</u> | Each |
| ANNUAL HARDWARE MAINTENANCE | \$ <u>4,702.00</u> | Each |
| SOFTWARE (IF HOUSED ON COUNTY-OWNED SERVER) | \$ <u>12,104.00</u> | |
| ANNUAL SOFTWARE MAINTENANCE | \$ <u>3,026</u> | |
| SOFTWARE (CLOUD BASED, PER EMPLOYEE) | \$ <u>18/year</u> | |
| SOFTWARE (CLOUD BASED ACTIVATION, ONE-TIME COST) | \$ <u>2,308.00</u> | |
| REMOTE IMPLEMENTATION & TRAINING | \$ <u>3,600.00</u> | |

BID SHEET CONTINUED ON NEXT PAGE

BID SHEET PAGE 2

NAME OF BIDDER: TimeClock Plus

SIGNATURE OF BIDDER: _____



BIDDER'S ADDRESS: 1 Time Clock Dr

San Angelo TX 76904

BIDDER'S TELEPHONE NUMBER: (800) 749-8463 ext 7619

BIDDER'S EMAIL ADDRESS: robert.hampton@timeclockplus.com

ALL BIDS MUST BE SIGNED BY AUTHORIZED COMPANY REPRESENTATIVE