

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Finance Committee
INITIATED BY

Finance Committee
SUBMITTED BY



Mickey Crittenden, Director
Information Technology
DRAFTED BY

January 11, 2011
DATE DRAFTED

AUTHORIZING PURCHASE OF REPLACEMENT EMPLOYEE TIME CLOCKS

- 1 **WHEREAS**, the County's current set of 12 employee time clocks is aging and no longer
- 2 supported by the manufacturer; and,
- 3
- 4 **WHEREAS**, several County departments utilize employee time clocks for managing time and
- 5 attendance reporting; and,
- 6
- 7 **WHEREAS**, the Information Technology Department has specified replacement employee time
- 8 clocks that will integrate into the County's network and systems, and,
- 9
- 10 **WHEREAS**, the replacement of the time clocks is a planned and budgeted project for 2011.
- 11
- 12 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
- 13 assembled this 10th day of February, 2011 that a Purchase Order for replacement time
- 14 clocks be issued to Data Management, Inc. in the amount of \$37,295.22.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Sandra Kraft
Sandra Kraft, Vice Chair

ABSENT
Mary Beaver

David Diestler
David Diestler

J. Russell Podzilni
J. Russell Podzilni

PURCHASING PROCEDURAL ENDORSEMENT

Phillip Owens 5-0 2/1/11
Phillip Owens, Chair Vote Date

11-2A-277

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FISCAL NOTE:

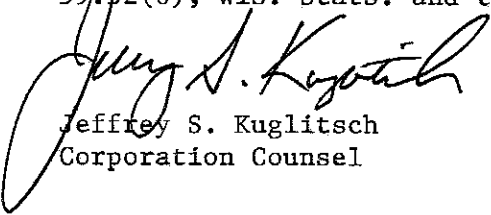
Sufficient funds are included in Information Technology's 2011 budget for the purchase of these time clocks. The costs will be allocated out to the departments using the clocks; Rock Haven, Sheriff, Health Care Center Building and Juvenile Detention Center.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:


The County Board is authorized to take this action pursuant to secs. 59.01 and 59.52(6), Wis. Stats. and the provisions of the Rock County Purchasing Ordinance.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary for the Purchase of Replacement Employee Timeclocks

Several County departments utilize timeclocks for managing employee time and attendance. The current set of timeclocks is approximately 15 years old and no longer supported by the manufacturer.

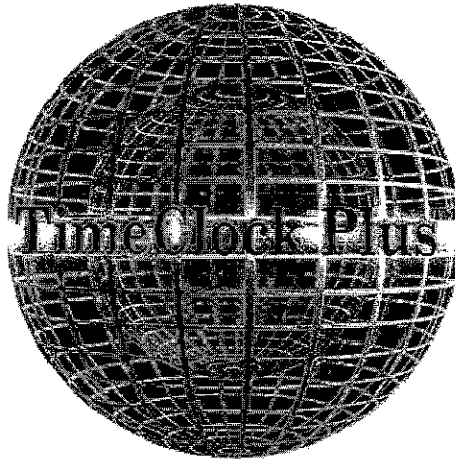
After detailed analysis and testing of alternatives to the current timeclocks, the Information Technology Department has determined that the best-fit timeclock option would be to purchase and install new TimeClock Plus devices from Data Management, Inc. These devices are similar to the timeclocks that were recently installed for the Child Support department. The new timeclocks will be able to read the identifying bar code on the County Employee ID badge, and the timeclocks will integrate into the County's network and systems.

The following are the timeclock components and their costs:

- | | |
|--|-------------|
| • 12 Series 200 TimeClock Plus devices (\$2,129 ea.) | \$25,548.00 |
| • 3 Year Extended Maintenance (\$535 ea.) | \$6,420.00 |
| • License for 520 Employees (\$10 ea.) | \$5,200.00 |
| • Shipping & Handling | \$127.22 |

The total cost of the purchase is \$37,295.22 and the purchase will be made from Data Management, Inc., the manufacturer of the TimeClock Plus device.

This is a sole source vendor (see attached).



We hereby certify that the TimeClock Plus™ Version 5.0 Professional Edition Software with the proprietary RDT Series employee access terminal is manufactured only by Data Management Incorporated and is not sold by or available through any other manufacturer.

The RDT terminal interacts in *real-time* with the TimeClock Plus software, making the RDT completely interactive with the database.

TimeClock Plus 5.0 Professional Edition time and attendance software along with the RDT terminal is designed to help control labor costs in today's fast paced and sometimes hectic work environment. The *real-time* aspect of TimeClock Plus allows for supervisors to more effectively manage their employees.

Sincerely,

Mark Moorman
Vice President Operations
Data Management Incorporated

(325) 223-9500 - 3322 West Loop 306 - San Angelo, TX 76904