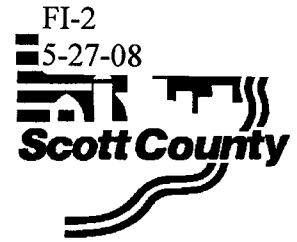


INFORMATION TECHNOLOGY

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May 21, 2008

To: C. Ray Wierson, County Administrator
From: Matt Hirst, Information Technology Director
Subject: Approval of Novatime Time and Attendance Application Upgrade

A quote for an upgrade to the current County time and attendance application, Novatime, from Longley Systems has been requested and received. This upgrade would leverage the original investment the County made in 2001 in Novatime.

The quote summary from Longley for this application upgrade is as follows:

QTY	DESCRIPTION	UNIT PRICE	OPTIONAL	LINE TOTAL
1	NOVATIME 3000 SYSTEM FOR 750 EMPLOYEES 75 Named Users Maximum			\$18,150.00
1	NOVATIME Web Services for up to 750 Employees			\$4,700.00
1	Annual Software Support Includes all Updates			\$2,000.00
1	Professional Services PROFESSIONAL SERVICES WILL INCLUDE <input type="checkbox"/> Installation of Software/ Migration / Configuration of current data <input type="checkbox"/> Client / Web Services Instruction/decisions on appropriate rights <input type="checkbox"/> Setup of Web Services for Employees / Supervisors <input type="checkbox"/> 10 ½ day Supervisor Trainings 5-10 in group To include one ½ day makeup Session <input type="checkbox"/> Configuration /Testing of Payroll Interface <input type="checkbox"/> On Site if required for 1 st Processing			\$10,000.00
	Total			\$34,850.00

It is recommended that the Board approve the bid from Longley in the amount of \$34,850.00.

An upgrade to the latest version of Novatime will provide Scott County with the following benefits:

- Upgrades the application from a proprietary database to Microsoft SQL. The upgrade to MS SQL improves:
 1. Performance – Current application response becomes sluggish as data volume increases. To remedy this, Longley is called in on a semi-annual basis to archive data. MS SQL will be able to process much larger volumes of data in a more efficient manner.
 2. Backup – The Novatime database is currently backed up as part of IT’s regular nightly backup cycle. As such, approximately twenty-four hours of data would be lost if the database became corrupt or a catastrophic hardware failure occurred. With SQL, a full nightly backup can be run, as well as automatic transactional backups. This would allow transactions to be recovered to within an hour.
 3. Reliability – MS SQL is known for reliability. Currently the County’s Tax System, Mental Health, and Attorney’s database as well as several in-house developed applications use MS SQL.
 4. Access – SQL provides ad hoc reporting tools for the creation of custom reports not available with the current implementation.

- Upgrades the application to a web based user interface. The client side upgrade improves:
 1. Ease of deployment – The application will be able to be delivered via a web browser as opposed to the installation of software on the client’s PC.
 2. Breadth of deployment – Allows the application to easily be deployed to all County employees with computer access.

- Facilitates the integration of Novatime with the County Payroll application. This integration will allow:
 1. Updating Payroll with pay code and hours data. This will eliminate double entry of such data into both Payroll and Novatime.
 2. Updating Novatime with sick and vacation accruals. This will allow employees real-time access to personal accrual information.

- Upgrades the County to the latest version of Novatime. Staying current with an application version ensures:
 1. Availability of support resources from Longley Systems.
 2. Compatibility with current server and client operating systems.

Budget dollars are available in the Capital Improvement Program budget to fund the cost of this application upgrade.