

INFORMATION TECHNOLOGY

400 West Fourth Street
Davenport, Iowa 52801-1104

Ph: (563) 328-4100 Fax: (563) 326-8669
www.scottcountyiowa.com



April 21, 2020

To: Mahesh Sharma, County Administrator
From: Matt Hirst, Information Technology Director
Subject: Approval of Time and Attendance Application Upgrade

Scott County has requested and received a quote for an upgrade to the current County time and attendance application, Novatime. This upgrade would leverage the investments the County made in Novatime software and hardware in 2001, 2008, and 2012.

This time and attendance upgrade project would include:

- An upgrade to the latest version of Novatime software
- Professional services for installation of Novatime 5000 SaaS and Advanced Scheduling
- Professional services for system configuration
- Training for Administrative/Supervisory staff
- Advanced scheduling
- Transition to cloud hosted software from current on-premise perpetually licensed solution

One-time costs for the project are \$15,000. Yearly costs are not to exceed \$39,600 dependent on needed advanced scheduling capable users.

The quote summary for this application upgrade is attached.

It is recommended that the Board authorize the IT Director to sign a 5 year agreement with Novatime with one-time costs of \$15,000 in an amount not to exceed \$39,600 annually.

Scott County Information Technology currently budgets approximately \$6,000 annually for software maintenance for Novatime time and attendance software.

Enc. (1)

Cc: Roxanna Moritz, Auditor
Wes Rostenbach, Accounting and Tax Manager
David Farmer, Budget Manager



Novatime Technology, Inc.
 9680 Haven Avenue
 Rancho Cucamonga, CA 91730
Jamie.Blundell@novatime.com



(909) 895-8137 Fax:(909) 475-4028

VENDOR HOSTED ORDER FORM

Invoice To: Scott County		Hosted By: Vendor	
Ship To: TBD		Terms: 5 Year Term	
Account Executive: Jamie Blundell	70% Upon Execution 20% 45 Days from Date of Execution 10% 90 Days from Date of Execution		
Qty	Description	Item	Monthly
Novatime Web-Based Time & Attendance System			
1000	Novatime Web-Based Time & Attendance Software	\$3.00	3,000
1000	Employee Web Services (PC Entry & Smart Phone Application)	Included	Included
150	Supervisor Module: Approval/Reporting/Review/Modification	Included	Included
1	Tyler New World Interface (Over 400 Guaranteed Interfaces)	Included	Included
1	Electronic In-Out Board	Included	Included
1	Labor Tracking (Activity Based Reporting - 8 Levels)	Included	Included
1	Accrual Module (Includes Sick, Vacation, Personal, etc.)	Included	Included
1	Affordable Care Act Module	Included	Included
1	Notification Module	Included	Included
1	Dashboard	Included	Included
Customer Loyalty Software Discount		20%	-600
Novatime Approved Additional Discount*		5%	-150.00
200	Novatime Advanced Scheduling License	\$3.50	700
100	Novatime Advanced Scheduling License	\$3.50	350
Monthly Total			\$3,300.00
EA	Annual Vendor Hosting Total		\$39,600
EA	NT8000 Biometric Terminal	\$2,500	Optional
EA	NT8000 HID Proximity Terminal	\$2,500	Optional
	NT7000 Communication: (POE, Wireless, Ethernet Module)		Included
Customer Loyalty Hardware Discount		10%	TBD
	CoBranding Fee	\$4,000	Optional
	Single Sign On Module	\$4,000	\$4,000
	Time and Attendance Implementation		10,000
Time & Attendance Implementation Discount		50%	-5000
	Advanced Scheduling Implementation		6000
	Annual Maintenance		Unchanged
12 Month System Total			\$54,600
One Time Implementation Fees			
	Initial Planning Session	Included	
	Rules Questionnaire Assistance	Included	
	Install Novatime Web-Based Software	Included	
	Install Payroll Rules and Employee File	Included	
	Administrative/Supervisor Training	Included	
	Program Hardware	N/A	
	Install Hardware	N/A	
	System Test/Go Live	Included	
Total One Time Fees		\$10,000	

*Additional 5% Discount is valid with paperwork signed on or before 5/1/2020

Customer Authorization _____ Title _____

_____ Date _____

Novatime Technology, Inc. _____ Title _____

_____ Date _____

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

April 30, 2020

APPROVING TIME AND ATTENDANCE APPLICATION UPGRADE

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. The authority of the IT Director to sign an agreement for five (5) years of Novatime time and attendance cloud hosted software in an amount not to exceed \$39,600 annually and one-time implementation costs of \$15,000 is hereby approved.

Section 2. This resolution shall take effect immediately.