

IntelliTimeTM Systems Corporation

Cost Proposal to Beaufort County School District



In Response to Request for Proposal No. 19-004 for A

Time Clock System

IntelliTime Systems Corporation
1118 E. 17th Street
Santa Ana, CA 92701
714-444-3020
dpeters@intellitime.com

COST PROPOSAL

October 31st, 2018

Exhibit B**Bidding Schedule / Price Business Proposal - Cloud Hosted Installation Option**

*All license fees for cloud-hosted installations are annual licenses.

Item	Make / Model	Part Number	Price
IntelliTime SQL Server 2016 Database - Enterprise License	IntelliTime 5.0	2141-SAAS	Annual License: \$1,099 Annual Support: \$2,500
Interface to Tyler Munis Financial System		INTERFACE	Annual License: \$1,785 Annual Support: \$1,300
IntelliTime Active Directory Integration - Single Sign On		9500-SAAS	Annual License: \$1,236 Annual Support: \$1,295
VTI User Licenses x 2,000 users		3195-SAAS	Annual License: \$24,721 Annual Support: \$18,000
IntelliTime SmartPunch Mobile Punch App x 2,000 users		SMART-P-SAAS	Included
Professional Support Hour Budget - Timekeeping - 365 Day Implementation Project x 650 hours		5013	\$100,750
Project Management - Timekeeping - 365 Day Implementation Project x 300 hours		5014	\$51,000
IntelliTime G-2 Time Clock with 320 x 240 Backlit Display - Proximity Reader x 100 clocks	Genus 2	G2-PROX	Hardware: \$175,000 Annual Support: \$23,500
IntelliTime Time Clock Interface Application - Per Time Clock x 100 clocks		8000	Hardware: \$49,500 Annual Support: \$9,900
Time and Attendance Class (Users, Supervisors) x 3 classes		6230	\$4,500
VTI Time and Attendance Administrator Class (Payroll Clerks, Payroll Supervisors) x 1 class		6210	\$5,000

Travel Expenses - Per Diem x 12 days		TRAVEL-1	\$2,880
Travel Expenses - Per Trip x 5 trips		TRAVEL-2	\$3,000
Rackspace Cloud Hosting		HOSTING	Annual Support: \$24,000
Software Escrow		ESCROW	Annual Support: \$1000
		Year 1 Cost: \$501,966 Year 2 Cost: \$110,336 Year 3 Cost: \$110,336 Year 4 Cost: \$110,336 Year 5 Cost: \$110,336 Five Year Total: \$943,312	

IntelliTime 5.0 Pricing Model for Beaufort County School District - IntelliTime Hosted SaaS Option

Pricing Valid for 180 days from: 10/31/2018

Quoted Pricing

Required Products and Services

Part Number	Number of Units	Product Description	Per Unit Pricing (If Applicable)	Services	Annual Licensing	Hardware	Annual Support And Hosting
2141-SAAS	1	IntelliTime SQL Server 2016 Database - Enterprise License <i>FTP, Import Data, Payroll Editing Reports Electronic Signatures, Audit Trail, Rule Engine</i>			\$1,099		\$2,500
	1	Interface to Tyler Munis Financial System <i>Import Employee, HR and Leave Accrual Information each Pay Period Import Account Codes from Accounting module, Export Timecards</i>	\$1,785		\$1,785		\$1,300
9500-SAAS	1	IntelliTime Active Directory Integration - Single Sign On <i>Can use network sign in to log in to Scheduling and Timekeeping</i>			\$1,236		\$1,295
3195-SAAS	2000	VTI User Licenses <i>Per Year Per User - Includes (2) Bi-Weekly Timecards, Leave Request, Swap Request, Prior Period Adjustment Forms, Support for Time Clocks</i>	\$12 <i>Per Year</i>		\$24,721		\$18,000
SMART-P-SAAS	2000	IntelliTime SmartPunch Mobile Punch App <i>Per Year Per User - Allows employees to punch in and out, change Pay Codes from Android and Apple smartphones</i>		<i>Included with VTI User License</i>			
5013	650	Professional Support Hour Budget - Timekeeping - 365 Day Implementation Project <i>Per Hour - Custom Test Plan, Pay Rules, Pay Codes, OT, FMLA, ACA, Leave Accrual Rules, Employee Schedules, Test Systems Interface to Munis</i>	\$155 <i>Per Hour</i>	\$100,750			
5014	300	Project Management - Timekeeping - 365 Day Implementation Project <i>Per Hour - project management during implementation of chosen solution(s)</i>	\$170 <i>Per Hour</i>	\$51,000			
G2-PROX	100	IntelliTime G-2 Time Clock with 320 x 240 Backlit Display - Proximity Reader <i>Per Clock - Allows employees to punch in and out, change Jobs, Departments, Request Leave and Sign Timecard</i>	\$1,750 <i>Per Clock</i>			\$175,000	\$23,500
8000	100	IntelliTime Time Clock Interface Application - Per Time Clock <i>Per Clock - Software interface between clock and IntelliTime timekeeping system</i>	\$495 <i>Per Clock</i>			\$49,500	\$9,900

Part Number	Number of Units	Product Description	Per Unit Pricing (If Applicable)	Services	Annual Licensing	Hardware	Annual Support
6230	3	IntelliTime Training Time and Attendance Class (Users, Supervisors) <i>Per day - on-site at user Agency, including on-site support during Agency roll out to live operation.</i> <i>Up to Four Classes per day can be scheduled to train Users and Supervisors</i> VTI Supervisor Class - Classroom Training, 10-12 Attendees <i>One hour and forty five minute hands on class w/ handouts</i> VTI User Class - Auditorium Demonstration, 100 Attendees <i>One hour and forty five minute instructional demo w/ handouts</i>	\$1,500 Per Day	\$4,500			
6210	1	VTI Time and Attendance Administrator Class (Payroll Clerks, Payroll Supervisors) <i>Four half day, on-site at user Agency, including on-site support during Agency roll out to live operation.</i>	\$5,000 Per Four half-day class block	\$5,000			
TRAVEL-1	12	Travel Expenses - Per Diem	\$240 Per Day	\$2,880			
TRAVEL-2	5	Travel Expenses - Per Trip	\$600 Per Trip	\$3,000			
HOSTING	1	Cloud Hosting	\$2,000 Per Month				\$24,000
ESCROW	1	Software Escrow					\$1,000
System Totals				\$167,130	\$28,841	\$224,500	\$81,495

Configuration, Training, Project Management	\$167,130	
Annual Software Licensing	\$28,841	\$2,403 Monthly on an Annual Contract
Time Clock Hardware Purchase	\$224,500	
Annual Hosting and Support	\$81,495	\$6,791 Monthly on an Annual Contract

Combined System Totals \$501,966

Payment Schedule

25% Contract Signing and Delivery of Software Licenses	\$125,492
10% Project Planning, Initial Knowledge Transfer and Process Analysis/System Design	\$50,197
20% System Build (Including Conversion/Configuration/Enhancements)	\$100,393
20% Training - Completion of Administrator/Scheduler Trai	\$100,393
15% Testing - Two Pay Period Parallel Test Complete	\$75,295

10% Final Acceptance - Two Pay Periods Live \$50,197

100% Year 1 Cost	\$501,966
Year 2 Cost	\$110,336
Year 3 Cost	\$110,336
Year 4 Cost	\$110,336
Year 5 Cost	\$110,336
Five Year Total:	\$943,312

Optional Products and Services

Part Number	Number of Units	Product Description	Per Unit Pricing (If Applicable)	Services	Annual Licensing	Hardware	Annual Support
6200-SAAS	1	VTI Dynamic Staff Scheduling Module User Licenses <i>Per Year Per User - 24 x 7 Shift Scheduling and Hiring Per User License Advanced Scheduling for District Staff</i>	\$22 <i>Per Year</i>		\$22		\$18
5013	1	Professional Support Hour Budget - Scheduling - 180 Day Implementation Project <i>Per Hour - Define Shift Templates, Jobs, Skills, Hiring Lists Shift Statuses - Link to Timecard</i>	\$155 <i>Per Hour</i>	\$155			
5014	1	Project Management - Scheduling - 180 Day Implementation Project <i>Per Hour - Project management during implementation of chosen solution(s)</i>	\$170 <i>Per Hour</i>	\$170			
6210	1	VTI Schedule Administrator Class (Schedulers, Schedule Admins, Supervisors) <i>Per day, on-site at user Agency, including on-site support during roll out to live operation.</i>	\$1,500 <i>Per Day</i>	\$1,500			
G2-BIO	100	IntelliTime G-2 Time Clock with 320 x 240 Backlit Display - Biometric Reader <i>Per Clock - Allows employees to punch in and out, change Jobs, Departments, Request Leave and Sign Timecard</i>	\$2,295 <i>Per Clock</i>			\$229,500	\$25,000
G2-MAG	1	IntelliTime G-2 Time Clock with 320 x 240 Backlit Display - Bar Code/Mag Stripe Reader <i>Per Clock - Allows employees to punch in and out, change Jobs, Departments, Request Leave and Sign Timecard</i>	\$1,300 <i>Per Clock</i>			\$1,300	\$235
G2-UPS	1	IntelliTime G-2 UPS Battery Backup Option <i>Per Clock - Provides power for continued operations in event of loss of main power</i>	\$150 <i>Per Clock</i>			\$150	\$30
6013	1	IntelliTime Performance Analytics Module <i>Agencies can route service requests to departments for remediation and track/report on key performance indicators</i>			\$9,995		\$1,995
5013	1	Professional Support Hour Budget - Performance Analytics Implementation <i>Per Hour - Configure 311 Service Request workflows, KPIs, SLAs, and other desired reports</i>	\$155 <i>Per Hour</i>	\$155			

Part Number	Number of Units	Product Description	Per Unit Pricing (If Applicable)	Services	Annual Licensing	Hardware	Annual Support
5014	1	Project Management - Performance Analytics Implementation <i>Per Hour - Project management during implementation of chosen solution(s)</i>	\$170 <i>Per Hour</i>	\$170			
5210-SAAS	1	IntelliTime IVR Interface Schedule Hiring Telephone Timekeeping 4 ports <i>Automated shift scheduling call-outs, leave requests/sick call-ins, punches in/out via telephone</i>			\$2,745		\$1,800
5210-SAAS	1	IntelliTime IVR Interface Schedule Hiring Telephone Timekeeping 24 ports <i>Automated shift scheduling call-outs, leave requests/sick call-ins, punches in/out via telephone</i>			\$24,995		\$4,995
6013	1	Custom Reports (medium complexity)	\$1,000	\$1,000			
9200-SAAS	1	GED (Get External Data) Interface - Import Staffing Metrics <i>Import staffing metrics from external systems</i>	\$2,745 <i>Per Interface</i>		\$2,745		\$1,300
CREW-APP-SAAS	1	IntelliTime Mobile Crew Sheet App <i>Per Year Per User - Allows work crews to track labor, equipment and materials by work order from a mobile tablet</i>	<i>Included with VTI User License</i>				

Exhibit B**Bidding Schedule / Price Business Proposal - On-Site Installation Option***

*All license fees for customer-hosted installations are one time, perpetual licenses.

Item	Make / Model	Part Number	Price
IntelliTime SQL Server 2016 Database - Enterprise License	IntelliTime 5.0	2141	License: \$4,000 Annual Support: \$2,500
Interface to Tyler Munis Financial System		INTERFACE	License: \$6,500 Annual Support: \$1,300
IntelliTime Active Directory Integration - Single Sign On		9500	License: \$4,500 Annual Support: \$1,295
VTI User Licenses x 2,000 users		3195	License: \$90,000 Annual Support: \$18,000
IntelliTime SmartPunch Mobile Punch App x 2,000 users		SMART-P	Included
Professional Support Hour Budget - Timekeeping - 365 Day Implementation Project x 650 hours		5013	\$100,750
Project Management - Timekeeping - 365 Day Implementation Project x 300 hours		5014	\$51,000
IntelliTime G-2 Time Clock with 320 x 240 Backlit Display - Proximity Reader x 100 clocks	Genus 2	G2-PROX	Hardware: \$175,000 Annual Support: \$23,500
IntelliTime Time Clock Interface Application - Per Time Clock x 100 clocks		8000	Hardware: \$49,500 Annual Support: \$9,900
Time and Attendance Class (Users, Supervisors) x 3 classes		6230	\$4,500
VTI Time and Attendance Administrator Class (Payroll Clerks, Payroll Supervisors) x 1 class		6210	\$5,000
Travel Expenses - Per Diem x 12 days		TRAVEL-1	\$2,880
Travel Expenses - Per Trip x 5 trips		TRAVEL-2	\$3,000
Software Escrow		ESCROW	Annual Support: \$1000

		Year 1 Cost: \$554,125 Year 2 Cost: \$57,495 Year 3 Cost: \$57,495 Year 4 Cost: \$57,495 Year 5 Cost: \$57,495 Five Year Total: \$784,105
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IntelliTime 5.0 Pricing Model for Beaufort County School District - Customer-Hosted Option

*All license fees for customer-hosted installations are one time, perpetual licenses.

Pricing Valid for 180 Days from 10/31/2018

Quoted Pricing

Part Number	Number of Units	Product	Per Unit Pricing (If Applicable)	Services	Software Licenses	Hardware	Annual Support
2141	1	IntelliTime SQL Server 2016 Database - Enterprise License <i>FTP, Import Data, Payroll Editing Reports Electronic Signatures, Audit Trail, Rule Engine</i>			\$4,000		\$2,500
	1	Interface to Tyler Munis Financial System <i>Import Employee, HR and Leave Accrual Information each Pay Period Import Account Codes from Financial System</i>	\$6,500		\$6,500		\$1,300
9500	1	IntelliTime Active Directory Integration - Single Sign On <i>Can use network sign in to log in to Scheduling and Timekeeping</i>	\$4,500		\$4,500		\$1,295
3195	2000	VTI User Licenses <i>Per User - Includes (2) Bi-Weekly Timecards, Leave Request, Swap Request, Prior Period Adjustment Forms, Support for Time Clocks</i>	\$45 <i>Per User</i>		\$90,000		\$18,000
SMART-P	2000	IntelliTime SmartPunch Mobile Punch App <i>Per User - Allows employees to punch in and out, change Pay Codes from Android and Apple smartphones</i>	<i>Included with VTI User License</i>				
5013	650	Professional Support Hour Budget - 180 Day Timekeeping Implementation Project <i>Per Hour - Custom Test Plan, Pay Rules, Pay Codes, OT, FMLA, ACA, Leave Accrual Rules, Employee Schedules, Test Systems Interface to Munis</i>	\$155 <i>Per Hour</i>	\$100,750			
5014	300	Project Management Hour Budget - 180 Day Timekeeping Implementation Project <i>Per Hour - project management during implementation of chosen solution(s)</i>	\$170 <i>Per Hour</i>	\$51,000			
G2-PROX	100	IntelliTime G-2 Time Clock with 320 x 240 Backlit Display - Proximity Reader <i>Per Clock - Allows employees to punch in and out, change Jobs, Departments, Request Leave and Sign Timecard</i>	\$1,750 <i>Per Clock</i>			\$175,000	\$23,500
8000	100	IntelliTime Time Clock Interface Application - Per Time Clock <i>Per Clock - Software interface between clock and IntelliTime timekeeping system</i>	\$495 <i>Per Clock</i>			\$49,500	\$9,900
6230	3	IntelliTime Training Days On Site Instructor Led Training <i>Up to Four Classes per day can be scheduled to train Users and Supervisors VTI Supervisor Class - Classroom Training, 10-12 Attendees One hour and forty five minute hands on class w/ handouts VTI User Class - Auditorium Demonstration, 100 Attendees One hour and forty five minute instructional demo w/ handouts</i>	\$1,500 <i>Per Day</i>	\$4,500			

Part Number	Number of Units	Product	Per Unit Pricing (If Applicable)	Services	Software Licenses	Hardware	Annual Support
6210	1	VTI Time and Attendance Administrator Class (Payroll Clerks, Payroll Supervisors) <i>Four half day, on-site at user Agency, including on-site support during Agency roll out to live operation.</i>	\$5,000 <i>Per Four half-day class block</i>	\$5,000			
TRAVEL-1	12	Travel Expenses - Per Diem	\$240 <i>Per Day</i>	\$2,880			
TRAVEL-2	5	Travel Expenses - Per Trip	\$600 <i>Per Trip</i>	\$3,000			
	1	Software Escrow					\$1,000
System Totals				\$167,130	\$105,000	\$224,500	\$57,495
		Software Licensing	\$105,000				
		Services	\$167,130				
		Annual Support	\$57,495				
		Time Clock and IVR Hardware Purchase	\$224,500				
			\$554,125				
		Payment Schedule					
		25% Contract Signing and Installation of Base Licenses at State of Connecticut	\$138,531				
		10% Project Planning, Initial Knowledge Transfer and Process Analysis/System Design	\$55,413				
		20% System Build (Including Conversion/Configuration/Enhancements)	\$110,825				
		20% Training - Completion of Administrator/Scheduler Training	\$110,825				
		15% Testing - Two Pay Period Parallel Test Complete	\$83,119				
		10% Final Acceptance - Two Pay Periods Live	\$55,413				
		100% Year 1 Cost	\$554,125				
		Year 2 Cost	\$57,495				
		Year 3 Cost	\$57,495				
		Year 4 Cost	\$57,495				
		Year 5 Cost	\$57,495				
		Five Year Total:	\$784,105				

Other Optional Items

Part Number	Number of Units	Product	Per Unit Pricing (If Applicable)	Services	Software Licenses	Hardware	Annual Support
6200	1	VTI Dynamic Staff Scheduling Module <i>Per User - 24 x 7 Shift Scheduling and Hiring Advanced Scheduling for District Staff</i>	\$70 <i>Per User</i>		\$70		\$14
5013	1	Professional Support Hour Budget - Scheduling - 300 Day Implementation Project <i>Define Shift Templates, Jobs, Skills, Hiring Lists Shift Statuses - Link to Timecard</i>	\$155 <i>Per Hour</i>	\$155			
5014	1	Project Management - Scheduling - 300 Day Implementation Project <i>Per Hour - project management during implementation of chosen solution(s)</i>	\$170 <i>Per Hour</i>	\$170			
6210	1	VTI Schedule Administrator Class (Schedulers, Schedule Admins, Supervisors) <i>Per day, on-site at user Agency, including on-site support during roll out to live operation.</i>	\$1,500 <i>Per Day</i>	\$1,500			
G2-BIO	100	IntelliTime G-2 Time Clock with 320 x 240 Backlit Display - Biometric Reader <i>Per Clock - Allows employees to punch in and out, change Jobs, Departments, Request Leave and Sign Timecard</i>	\$2,295 <i>Per Clock</i>			\$229,500	\$25,000
G2-MAG	1	IntelliTime G-2 Time Clock with 320 x 240 Backlit Display - Bar Code/Mag Stripe Reader <i>Per Clock - Allows employees to punch in and out, change Jobs, Departments, Request Leave and Sign Timecard</i>	\$1,300 <i>Per Clock</i>			\$1,300	\$235
G2-UPS	1	IntelliTime G-2 UPS Battery Backup Option <i>Per Clock - Provides power for continued operations in event of loss of main power</i>	\$150 <i>Per Clock</i>			\$150	\$30
6013	1	IntelliTime Performance Analytics Module <i>Agencies can route service requests to departments for remediation and track/report on key performance indicators</i>			\$9,995		\$1,995
5013	1	Professional Support Hour Budget - Performance Analytics Implementation <i>Per Hour - Configure 311 Service Request workflows, KPIs, SLAs, and other desired reports</i>	\$155 <i>Per Hour</i>	\$155			
5014	1	Project Management - Performance Analytics Implementation <i>Per Hour - Project management during implementation of chosen solution(s)</i>	\$170 <i>Per Hour</i>	\$170			
6013	1	Custom Reports (medium complexity)	\$1,000	\$1,000			
5210	1	IntelliTime IVR Interface Schedule Hiring Telephone Timekeeping 4 ports			\$9,995		\$1,800
5210	1	IntelliTime IVR Interface Schedule Hiring Telephone Timekeeping 24 ports	\$24,995		\$24,995		\$4,500
CREW-APP	1	IntelliTime Mobile Crew Sheet App <i>Per User - Allows work crews to track labor, equipment and materials by work order from a mobile tablet</i>	<i>Included with VTI User License</i>				



Company Information:	Beaufort County School District	
Total # of Employees utilizing system:	2000	<i>(This # should <u>not</u> be total EEs, but instead total # of EEs using system)</i>
Payroll Frequency:	W	<i>(Enter W for weekly regardless of their pay frequency. All calculations should assume weekly)</i>
Payroll Person's Hourly Equivalent:	\$24.00	<i>(If paid salaried, take annual salary and divide by 2040)</i>
Average hours worked by employee/week:	40	<i>(Typically this will be 40, less lunch hour each day)</i>
Average hourly rate/employee:	\$21.50	<i>(For those using the IntelliTime system, either through a clock or Timesheet)</i>

Total Annual Savings \$799,084.00

Return-On-Investment (ROI) Calculator

Department Head/Auditor Time Savings	Audit Savings
Studies have shown that the manual totaling of time cards takes approximately 7 minutes per card.* Automated timekeeping reduces that to 1 minute.	
Number of employees:	<u>2000</u>
Minutes saved auditing each card:	x <u>6</u>
Minutes saved per week:	<u>12000</u> Minutes
	/ 60 Convert to Hours
Hours saved per week:	<u>200.00</u> Hours
Department Head/Auditor's hourly equivalent rate:	x <u>\$30.00</u> Per Hour
Department Head/Auditor's labor savings:	<u>\$6,000.00</u> Per Week

Improved Accuracy in Calculating the Total	Human Error Savings
Studies have shown the inaccuracies caused by human error add up to 1- 3 % of the total payroll.	
Average hours/employee/week:	<u>40</u> Hours
Number of Employees:	x <u>2000</u> Employees
Total Hours Per Week:	<u>80000</u> Hours
Average Hourly Rate:	x <u>\$21.30</u> Per Hour
Total Weekly Payroll:	<u>\$1,704,000.00</u>
Estimated human error factor (using just .5%):	x <u>0.005</u>
Weekly Savings:	<u>\$8,520.00</u> Per Week

Number of Schedulers:	2
Weekly Scheduling Effort for Overtime Hiring, Leave Posting:	11 Hours
Managing Grant Tracking, 3rd Party Event:	\$38.50 Per Hour for Lt., Sgt.
Weekly Scheduling Labor Savings with IntelliTime	\$847.00

Audit Savings:	\$6,000.00
Human Error Savings:	\$8,520.00
Scheduling and Billing Labor:	<u>\$847.00</u>
Total Weekly Savings:	\$15,367.00
Total Monthly Savings:	\$61,468.00
Total Annual Savings	\$799,084.00

* Investment analysis was compiled by independent outside industry sources, including the American Payroll Association (APA) and Robert Half Agencies.