

ITEMS REQUIRING BOCC APPROVAL

5 Items

**1. 2012 ASPHALT SURFACE REJUVENATION (R-175A) - PUBLIC WORKS  
FUNDING - R175 PREVENTIVE MAINTENANCE - SELECTED RDS.**

(Request sent to 16 vendors)

RFB #12-0012 Req 10047087

|                                            |                                  |
|--------------------------------------------|----------------------------------|
| Engineer's Estimate: \$1,237,192.20        | <b>Cutler Repaving,<br/>Inc.</b> |
| 2012 Asphalt Surface Rejuvenation (R175-A) | <b>\$1,103,715.65</b>            |
| Bid Bond                                   | <b>Y</b>                         |

On the recommendation of Joe Thomas, on behalf of Public Works, Jennifer Dombaugh moved to **accept the bid from Cutler Repaving, Inc. in the amount of \$1,103,715.65.** Linda Kizzire seconded the motion. The motion passed unanimously.

Asphalt Surface Rejuvenation involves recycling 1" depth of surface material and mixing it with 1" virgin material to produce a 2" overlay. There are a limited number of regional vendors that perform this type of maintenance overlay. Cutler Repaving, Inc. is the only vendor in our region and has performed this work for the County every year since 1998.

The 2012 Asphalt Surface Rejuvenation (R-175A) project represents nine 2-lane miles of maintenance.

**BOARD OF BIDS AND CONTRACTS MARCH 8, 2012**

**2. 2012 CHEVROLET TAHOE POLICE PACKAGE -- FLEET MANAGEMENT  
FUNDING -- FLEET MANAGEMENT**

(Request sent to 30 vendors)

RFB #12-0037 Req

|                                        | Qty | Don Hattan Chevrolet |                    | Perkins Fleet Sales |             |
|----------------------------------------|-----|----------------------|--------------------|---------------------|-------------|
|                                        |     | Unit Price           | Ext Price          | Unit Price          | Ext Price   |
| 1. 2012 Chevrolet Tahoe Police Package | 3   | <b>\$26,029.50</b>   | <b>\$78,088.50</b> | \$26,571.44         | \$79,714.32 |
| Make/Model                             |     | 2012 Chevy Tahoe     |                    | 2012 Chevy Tahoe    |             |
| 2. Manuals - One Complete Set          | 3   | <b>\$0.00</b>        | <b>\$0.00</b>      | \$292.56            | \$877.68    |
| Grand total                            |     |                      | <b>\$78,088.50</b> |                     | \$80,592.00 |
| Delivery date                          |     | 60-90 days           |                    | 75-90 days aro      |             |
| Acknowledge Addendum                   |     | Y                    |                    | Y                   |             |

On the recommendation of Brandy McCune, on behalf of Fleet Management, David Spears moved to **accept the low bid from Don Hattan Chevrolet for the amount of \$78,088.50**. Tim Kaufman seconded the motion. The motion passed unanimously.

These are replacement vehicles for the Sheriff's Office. The Ford Crown Victoria was the County's standard patrol vehicle and is no longer available; therefore the Sheriff's Office is going to test each make and model (Ford, Chevrolet, Dodge) of patrol vehicles offered to determine what the new County standard will be in the future. Surplus will be sold on Purple Wave.

Question: Why did only two vendors respond when the request was sent to 30 vendors? There are only a select few vendors who deal specifically with police package vehicles.

BOARD OF BIDS AND CONTRACTS MARCH 8, 2012

**3. TIME & LABOR MANAGEMENT SYSTEM - FINANCE DEPARTMENT**  
**FUNDING - TIME MANAGEMENT SYSTEM**

(Request sent to 20 vendors)

RFP #11-0171 Req N/A

|                                          | IntelliTime Systems Corp.* | TimeLink International Corp. | ADP, Inc.             | Infor Global Solutions | eTotalplan, Inc.    | Kronos, Inc.          |
|------------------------------------------|----------------------------|------------------------------|-----------------------|------------------------|---------------------|-----------------------|
| 1. Time & Labor Software License Fee     | \$168,370.00               | \$95,400.00                  | \$1,178,122.50        | \$153,250.00           | \$28,725.00         | <b>\$137,475.00</b>   |
| 2. Time & Labor Software Maintenance Fee |                            |                              |                       |                        |                     |                       |
| Year 1                                   | \$28,020.00                | \$20,916.00                  | included              | \$33,715.00            | \$23,700.00         | <b>\$30,245.00</b>    |
| Year 2                                   | \$28,020.00                | \$20,916.00                  | included              | \$35,737.90            | \$24,885.00         | <b>\$31,455.00</b>    |
| Year 3                                   | \$28,020.00                | \$20,916.00                  | included              | \$37,882.17            | \$26,135.00         | <b>\$32,713.00</b>    |
| Year 4                                   | \$28,020.00                | \$20,916.00                  | included              | \$40,155.10            | \$27,445.00         | <b>\$34,022.00</b>    |
| Year 5                                   | \$28,020.00                | \$20,916.00                  | included              | \$42,564.30            | \$28,820.00         | <b>\$35,382.00</b>    |
| Software Maintenance Fee subtotals:      | \$140,100.00               | \$104,580.00                 | included              | \$190,054.47           | \$130,985.00        | <b>\$163,817.00</b>   |
| 3. Time & Labor Hardware Maintenance Fee |                            |                              |                       |                        |                     |                       |
| Year 1                                   | \$11,025.00                | \$7,182.00                   | included              | included               | included            | <b>\$10,350.00</b>    |
| Year 2                                   | \$11,025.00                | \$7,182.00                   | included              | included               | included            | <b>\$10,764.00</b>    |
| Year 3                                   | \$11,025.00                | \$7,182.00                   | included              | included               | included            | <b>\$11,195.00</b>    |
| Year 4                                   | \$11,025.00                | \$7,182.00                   | included              | included               | included            | <b>\$11,642.00</b>    |
| Year 5                                   | \$11,025.00                | \$7,182.00                   | included              | included               | included            | <b>\$12,108.00</b>    |
| Hardware Maintenance Fee subtotals:      | \$55,125.00                | \$35,910.00                  | included              | included               | included            | <b>\$56,059.00</b>    |
| 4. Time & Labor Implementation Services  | \$157,000.00               | \$129,920.00                 | \$322,500.00          | \$144,900.00           | \$47,500.00         | <b>\$232,900.00</b>   |
| <i>Time &amp; Labor Subtotals:</i>       | <i>\$520,595.00</i>        | <i>\$365,810.00</i>          | <i>\$1,500,622.50</i> | <i>\$488,204.47</i>    | <i>\$207,210.00</i> | <i>\$590,251.00</i>   |
| 5. Scheduling Software License Fee       | \$126,000.00               | \$4,200.00                   | \$92,610.00           | \$39,900.00            | included            | \$175,600.00          |
| 6. Scheduling Software Maintenance Fee   |                            |                              |                       |                        |                     |                       |
| Year 1                                   | \$25,200.00                | included                     | included              | \$8,778.00             | included            | \$39,900.00           |
| Year 2                                   | \$25,200.00                | included                     | included              | \$9,304.68             | included            | \$41,496.00           |
| Year 3                                   | \$25,200.00                | included                     | included              | \$9,862.96             | included            | \$43,156.00           |
| Year 4                                   | \$25,200.00                | included                     | included              | \$10,454.73            | included            | \$44,882.00           |
| Year 5                                   | \$25,200.00                | included                     | included              | \$11,082.01            | included            | \$46,677.00           |
| Software Maintenance Fee subtotals:      | \$126,000.00               | included                     | included              | \$49,482.38            | included            | \$216,111.00          |
| 7. Scheduling Implementation Services    | \$117,000.00               | included                     | \$78,400.00           | \$132,098.00           | \$12,200.00         | \$135,230.00          |
| <i>Scheduling Subtotals:</i>             | <i>\$369,000.00</i>        | <i>\$4,200.00</i>            | <i>\$171,010.00</i>   | <i>\$221,480.38</i>    | <i>\$12,200.00</i>  | <i>\$526,941.00</i>   |
| <b>Grand Totals:</b>                     | <b>\$889,595.00</b>        | <b>\$370,010.00</b>          | <b>\$1,671,632.50</b> | <b>\$709,684.85</b>    | <b>\$219,410.00</b> | <b>\$1,117,192.00</b> |
| 8. Unit pricing:                         |                            |                              |                       |                        |                     |                       |
| Time clocks (per each)                   | \$1,225.00                 | \$1,200.00                   | \$6,930.00            | \$1,000.00             | \$1,993.50          | <b>\$1,490.00</b>     |
| Biometric recorders (per each)           | \$5,500.00                 | \$260.00                     | \$1,890.00            | \$350.00               | \$747.00            | <b>\$475.00</b>       |
| Delivery Date                            | 25-26 weeks                | 16 weeks                     | 21 weeks              | 16 weeks               | incomplete          | <b>32 weeks</b>       |
| Addenda                                  | Y                          | Y                            | Y                     | N                      | Y                   | Y                     |
| No Bids                                  | Payroll Management, Inc.   | Paychex, Inc.                | TeleMate.Net          | Paycom Payroll, LLC    | Click Time          |                       |

On the recommendation of Joe Thomas, on behalf of Finance, David Spears moved to **accept the proposal from Kronos, Inc. for the Time & Labor Management System in the amount of \$590,251.00 and establish contract pricing for time clocks and biometric recorders as stated above for two (2) years.** Tim Kaufman seconded the motion. The motion passed unanimously.

A committee comprised of Chris Chronis, Meredith Thompson, Sara Jantz, and Donna Howerton - Division of Finance, Greg Gann and Kendall Grier - DIO - IT, Gina Gillespie - ERP, Shawne Boyd, Amy Buhman, Cindy Roeder - Human Resources, Scott Hadley - EMS, Richard Powell, Michael Oliver, Rachel Hummel and Dolores Colin - Sheriff's Office, Janet Reed - JDF, Kathy Wegner - COMCARE, Cheri Rodriguez - ADF, and Joe Thomas - Purchasing participated in reviewing and evaluating proposals, shortlisting vendors, interviewing vendors and checking references.

The committee shortlisted three vendors for presentations, demos and discussions: Kronos, Inc., IntelliTime Systems, Corp., and TimeLink International Corp. The committee, after rigorous review and examination, chose Kronos, Inc. based on project approach, experience with similar projects and ease of system implementation and integration. The IntelliTime solution was found to be cumbersome for employees to use, and had not been installed anywhere in the way Sedgwick County proposes to do. The TimeLink solution appeared to be suitable for use by the County, but subsequent conversations with other clients revealed that it had not been installed anywhere in the way desired by the County. Kronos provided an extensive list of references confirming their capability to integrate with a SAP enterprise system and accomplish the County's goal for a comprehensive and seamless time and labor management system. It is used by the cities of Houston and Denver, both of which have implemented it in a manner similar to that desired by Sedgwick County. Neither TimeLink International Corp. or IntelliTime Systems, Corp. were able to provide the same level of assurances regarding SAP implementation and integration.

Consideration was also given to ADP, Inc. which provided a comprehensive and highly functional system but at a cost that was quite prohibitive. eTotalplan, Inc. offered the lowest priced proposal but was considered incomplete and lacking the necessary experience for Public Sector entities as diversified as Sedgwick County.

The time and labor management system will be designed to record work start and stop times electronically, and exemption time (i.e. time scheduled but not worked) via the County's computer network and SAP. Also it will have the ability to compute employee pay periods, accumulate and report leave balances, audit time reporting, transfer computed pay period totals for each employee into the County's payroll system. It will provide robust real time reporting of hours worked and leave claimed. The solution, as presented, will replace the County's paper driven process and eliminate considerable time consuming manual entry.

Many County employees work in a static office environment, but many others work in remote locations throughout the County and have limited access to the County's network. County employees are based at 86 sites with some employees physically reporting to their assigned base only occasionally. As many as half of the County's employees are scheduled to work at times other than the traditional business week and many are scheduled to work more than the traditional 40-hour week. This system will allow these employees remote access for real time reporting of hours worked.

\* Note: IntelliTime System Corp. offered an additional \$150,000.00 discount off for the first year for both phases as a "best and final" offer. The "best and final" offers from both TimeLink International Corp. and Kronos, Inc. are presented in the table.

Question: Did the County consider developing their own solution using DIO staff?

This proposed procurement is a culmination of a process that began over 2 years ago. The first step of the process involved bringing together a large group of users from the County to develop specifications and then assess the ability of existing systems and DIO to serve those requirements. The group looked at the system installed currently, written by DIO, and used by the Sheriff. They also looked at the system written by DIO and used by DIO to track the time they spend on projects. They also looked at the Telestaff system used by EMS and at SAP's built-in functionality for time capture. After reviewing all those solutions, the committee reached the decision that none of them served the business requirements of those diverse sets of agencies. The County then developed a RFP to solicit possible solutions from outside vendors.

Question: Will every employee have to log in and log off?

Non-exempt or hourly employees eligible for overtime will be required to log in and log out. Exempt employees (salaried) will be required to report the exception time into the system, but not required to log in or log out each day.

Question: What kind of savings have been produced with this type of automated system?

Various employers have found that they consistently produce savings from these systems, by preventing payment of time not worked, in the 2-3% range of total payroll. Sedgwick County conservatively estimates a 1% savings for non-exempt payroll in the first year of implementation or approximately \$750,000.00.

Question: Has Legal reviewed this in the light of the Fair Labor Standards Act (FLSA)?

Jennifer Magana, Assistant County Counselor, was on the original committee.

**BOARD OF BIDS AND CONTRACTS MARCH 8, 2012**

**4. SPECIAL PROCESS SERVER -- 18th JUDICIAL DISTRICT COURT,  
OFFICE OF THE COURT TRUSTEE  
FUNDING -- 18th JUDICIAL DISTRICT COURT, OFFICE OF THE COURT  
TRUSTEE**

(Request sent to eight vendors)

RFP #12-0030

|                                 | Aristocrat Process<br>Serving | HPS Process<br>Service &<br>Investigations,<br>Inc. | Legal Resource<br>Group |
|---------------------------------|-------------------------------|-----------------------------------------------------|-------------------------|
| Time Period                     |                               |                                                     |                         |
| April 1, 2012 to March 31, 2013 | \$42.00                       | <b>\$44.00</b>                                      | \$60.00                 |
| April 1, 2013 to March 31, 2014 | \$45.00                       | <b>\$45.00</b>                                      | \$65.00                 |
| April 1, 2014 to March 31, 2015 | \$48.00                       | <b>\$46.00</b>                                      | \$70.00                 |
| Receive Addendum                | Y                             | Y                                                   | Y                       |
| No Bids                         | PDQ Process<br>Services       | PrairieLand<br>Services, Inc.                       |                         |

On the recommendation of Dallas Shaffer, on behalf of the 18th Judicial District Court, Office of the Court Trustee, Jennifer Dombaugh moved to **accept the proposal from HPS Process Service and Investigations, Inc. and establish contract pricing for one (1) year with two (2) one-year options to renew**. Linda Kizzire seconded the motion. The motion passed unanimously.

A review committee of Ellen House and Joni L. Wilson-Colby, 18th Judicial District Court, Office of the Court Trustee and Dallas Shaffer, Purchasing, reviewed each proposal submitted and unanimously agreed to recommend HPS Process Service and Investigations, Inc. Since Aristocrat Process Serving and HPS Process Service and Investigations, Inc. responses were the same over the three year period, the committee decided to recommend HPS Process Service because of their involvement with the Department of Social and Rehabilitation Services, which the 18th Judicial District Court works very close with and was confident with their processes. HPS Process Service and Investigations, Inc. also has the contract for the State of Kansas.

Note: The proposed pricing is better than the state pricing because the proposal was for NON IVD cases only, and the State of Kansas contract was for all cases. The NON IVD cases are mostly child support cases.

Question: What does a Process Server do? The Process Server is an individual who delivers court papers to individuals involved in the particular case.

**BOARD OF BIDS AND CONTRACTS MARCH 8, 2012**

**5. 2011 CHEVROLET CAPRICE PATROL VEHICLE -- FLEET MANAGEMENT  
FUNDING -- FLEET MANAGEMENT**

(Request sent to 30 vendors)

RFB #12-0029

|                                     | Qty | Don Hattan Chevrolet Option A    |                    | Don Hattan Chevrolet Option B |             |
|-------------------------------------|-----|----------------------------------|--------------------|-------------------------------|-------------|
|                                     |     | Unit Price                       | Ext Price          | Unit Price                    | Ext Price   |
| 1. Chevrolet Caprice Patrol Vehicle | 2   | \$32,800.00                      | \$65,600.00        | \$28,750.00                   | \$57,500.00 |
| Make/Model                          |     | 2012 Chevy Caprice Patrol        |                    | 2012 Chevy Caprice Patrol     |             |
| 2. Manuals - One Complete Set       | 2   | \$0.00                           | \$0.00             | \$0.00                        | \$0.00      |
| Grand total                         |     |                                  | \$65,600.00        |                               | \$57,500.00 |
| Delivery date                       |     | 30 days                          |                    | 10-20 days                    |             |
|                                     | Qty | Perkins Chevrolet                |                    | Midway Motors                 |             |
|                                     |     | Unit Price                       | Ext Price          | Unit Price                    | Ext Price   |
| 1. Chevrolet Caprice Patrol Vehicle | 2   | <b>\$27,695.88</b>               | <b>\$55,391.76</b> | no bid                        |             |
| Make/Model                          |     | <b>2012 Chevy Caprice Patrol</b> |                    |                               |             |
| 2. Manuals - One Complete Set       | 2   | <b>\$295.12</b>                  | <b>\$590.24</b>    |                               |             |
| Grand total                         |     |                                  | <b>\$55,982.00</b> |                               |             |
| Delivery date                       |     | <b>150-180 days aro</b>          |                    |                               |             |

On the recommendation of Brandy McCune, on behalf of Fleet Management, Sara Jantz moved to **accept the low bid from Perkins Chevrolet for the amount of \$55,982.00**. Tim Kaufman seconded the motion. The motion passed unanimously.

These are replacement vehicles for the Sheriff's Office. The Ford Crown Victoria was the County's standard patrol vehicle and is no longer available; therefore the Sheriff 's Office is going to test each make and model (Ford, Chevrolet, Dodge) of patrol vehicles offered to determine what the new County standard will be in the future. Surplus will be sold on Purple Wave.

Question: Where is the location of Perkins Chevrolet? Perkins Chevrolet is located in North Dakota.

Question: Why did we not go with Don Hattan Chevrolet's option B since they are a local vendor and it was only \$1,518.00 more? Don Hattan Chevrolet's option B did not meet the specifications on the heated mirrors and the dual airbags. Penny Poland, Fleet Management, stated that these are items that are needed in these vehicles. Sedgwick County does not currently have a local preference policy. There was not any selection criteria in the bid document stating that the vehicles must be delivered by a certain time; the reason for the lengthy delivery time for these vehicle is that they are made to order in Australia and then shipped to the US.