KCSD

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THE KENTON COUNTY BOARD OF EDUCATION
1055 EATON DRIVE, FORT WRIGHT, KENTUCKY 41017
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Dr. Henry Webb, Superintendent of Schools

KCSD ISSUE PAPER

DATE:
April 24, 2020

AGENDA ITEM (ACTION ITEM):
Consider/Approve awarding of the Employee Time and Attendance Reporting System Request for Proposals to Frontline Education as indicated on the Employee Time and Attendance Reporting System Tabulation for the period of May 5, 2020 through June 30, 2021.

APPLICABLE BOARD POLICY:
Fiscal Management 04.32 AP.1

HISTORY/BACKGROUND:
An advertisement to accept sealed proposals for an automated Employee Time and Attendance Reporting System was posted on the district website on February 13, 2020. Proposals were publicly opened on March 13, 2020 at 2:00 pm est. If agreed to by both parties this agreement can be extended annually.

As the 5th largest school District in the state, an automated time keeping system will improve efficiency and effectiveness in the collection of positive time for 2,400+ employees. Selection of the Frontline time and attendance product allows for a seamless integration with existing Frontline software currently used by the District, including Absence Management, Employment applications and Employee Evaluations. Additionally, this product will integrate with existing payroll processes in MUNIS. If this request for proposal is approved, the District will proceed with a phased approach of implementation.

FISCAL/BUDGETARY IMPACT:
Fiscal year 2020 $ 12,554.92 and Fiscal Year 2021 $ 25,223.75.

RECOMMENDATION:
Approval to award the Employee Time and Attendance Reporting System contract to Frontline Education as indicated on the Employee Time and Attendance Reporting System Tabulation for the period of May 5, 2020 through June 30, 2021 with optional mutually agreed upon annual renewals.

CONTACT PERSON:
Susan Bentle, Matt Rigg and David Lloyd

Susan Bentle		*[signature]*
Principal	**District Administrator**	**Superintendent**

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.
Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.

THE KENTON COUNTY SCHOOL DISTRICT
EMPLOYEE TIME AND ATTENDANCE REPORTING SYSTEM REQUEST FOR PROPOSALS
TABULATION

Evaluation Criteria	Frontine Education	Intellitime Systems	Kronos	Novatime	TimeClock Plus	Workforce
Company Background, Experience, & References	8.50	8.17	7.25	8.58	4.50	3.67
System Structure, Security Implementation	12.33	12.33	12.67	14.00	15.00	13.33
Data Collection, Workflow, Equipment	21.67	21.67	22.00	20.33	24.00	24.33
Integration with MUNIS, Frontline Systems	21.67	17.67	16.67	18.67	19.67	17.67
Pricing	25.00	6.67	0.00	10.00	15.00	6.67
Totals	**89.17**	**66.50**	**58.58**	**71.58**	**78.17**	**65.67**

- Recommended as the best evaluated proposal.