



**County Fire Department  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One  
PETE VANDER POEL  
District Two  
AMY SHUKLIAN  
District Three  
J. STEVEN WORTHLEY  
District Four  
MIKE ENNIS  
District Five

**AGENDA DATE:** June 27, 2017

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

CONTACT PERSON: Steven Murch    PHONE: 559-622-7604

**SUBJECT:** Approve an agreement with the ScheduleSoft Corporation

**REQUEST(S):**

That the Board of Supervisors:

1. Approve a five-year agreement to furnish cloud-based time and attendance software with the ScheduleSoft Corporation in an amount not to exceed \$81,770.
2. Authorize the chairman of the Board to sign four (4) copies of the agreement.

**SUMMARY:**

The department currently utilizes excel and paper formats for its time and attendance processes. This method is outdated, antiquated, costly, inefficient, and provides room for error. In an effort to reduce costs, improve efficiency, and reduce errors the department is requesting approval to use a secure cloud-based time and attendance software; accessible from desktop computers, tablets, and smart-phones. This improved accessibility will greatly improve our time collection process throughout the county and during out-of-county strike team incidents.

ScheduleSoft Corporations' WorkLoud time and attendance solution provides rule management tools to ensure accuracy, monitor edits, and provide online approvals. Additionally, the software will allow for the export of reports and entries for seamless integration in the department's time and attendance processes resulting in improved productivity.

Please note that the following terms deviate substantively from the standard

**SUBJECT:** Approve an agreement with the ScheduleSoft Corporation

**DATE:** June 27, 2017

County boilerplate: 1) ScheduleSoft is expressly disclaiming a number of express, implied, and statutory warranties; 2) the County is asked to indemnify and hold ScheduleSoft harmless from certain claims and liability; and 3) ScheduleSoft included a limitation of liability provision, which attempts to limit both the types and amounts of damages (cumulative liability purportedly limited to an amount equal to the subscription fees paid by the County to ScheduleSoft during the 12-Month period prior to the applicable claim).

Additionally, it should be noted that this item may be subject to meet and confer.

**FISCAL IMPACT/FINANCING:**

The five-year cost to the department is \$81,770. The expenditure will be recorded to 013-245-2100-7066 and will be included in the fiscal year 2017/18 Budget.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five-year strategic plan includes the Organizational Performance Initiative. This action assists the department in streamlining and improving internal administrative processes.

**ADMINISTRATIVE SIGN-OFF:**

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Steven Murch  
Administrative Officer

cc: Auditor-Controller  
County Counsel  
County Administrative Office (2)

Attachment(s)  
Agreement with the ScheduleSoft Corporation

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE AN )  
AGREEMENT WITH THE ) Resolution No. \_\_\_\_\_  
SCHEDULESOFT CORPORATION ) Agreement No. \_\_\_\_\_  
)

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: MICHAEL C. SPATA  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

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2. Authorized the chairman of the Board to sign four (4) copies of the agreement