

## City of Eden Administrator

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**From:** Ali Mahmood Qureshi <AQureshi@TCPSoftware.com>  
**Sent:** Thursday, April 20, 2023 1:42 PM  
**To:** City of Eden Administrator  
**Cc:** City of Eden Assistant  
**Subject:** Check IN || City of Eden || 141167

**Importance:** High

Hello Laura,

I hope you are doing well.

I am Ali Qureshi, and I am your main point of contact (Customer Success Manager) moving forward with your TCP account-related matters. I would like to discuss with you any pain points, potential product gaps, and areas for improvement since we meet with our product team regularly to surface the feedback. I also want to make sure that your employee license count lines up with your needs and make any adjustments to the account.

I am writing to you as your renewal is coming up and this will be covering the below-mentioned information:

- Renewal date - **06/30/2023**
- TimeClock Plus Professional Annual Clockable Employee Licenses - **23** and you will approximately pay **\$ 1694.08**

Furthermore, for making any amendments as per the policy please let me know **30-60** days before renewal.

Please feel free to reach out to me for any further concerns.

Best Regards,

**Ali M Qureshi**

CUSTOMER SUCCESS

P: 325.223.7047 | E: [aqureshi@tcpsoftware.com](mailto:aqureshi@tcpsoftware.com)

<https://www.tcpsoftware.com>

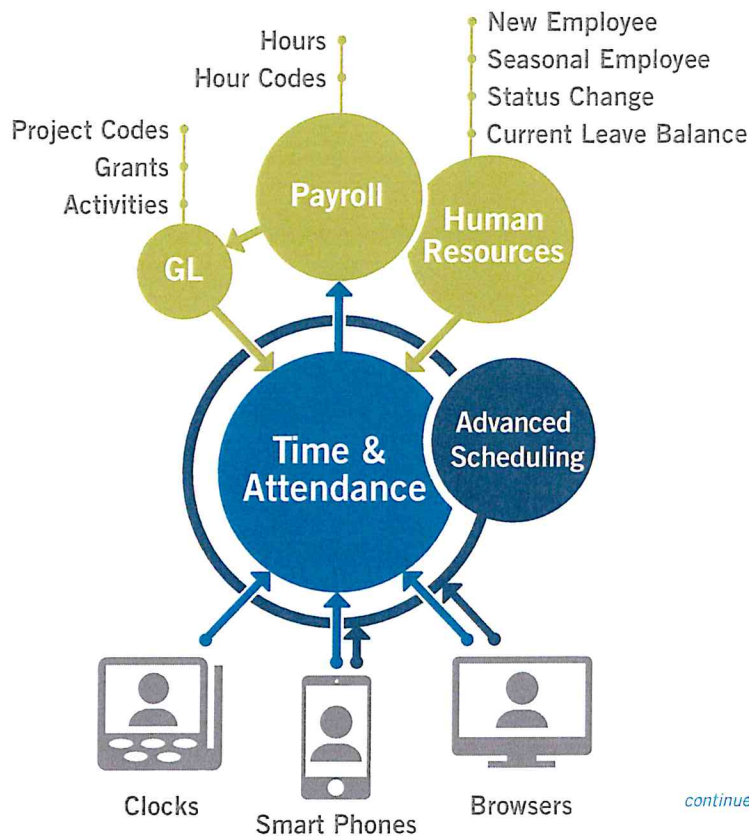




## ExecuTime and Incode Integration

Labor costs are a big part of your budget, so you need an accurate reporting of your employee hours. Labor costs escalate through human error, manual processes and requests, and scheduling conflicts — but they don't have to.

Whether you're ready to eliminate paper timesheets or automate your scheduling practices, ExecuTime™ is an industry-leading solution that helps streamline your time, attendance, and advanced scheduling processes. You can now electronically capture, manage, and analyze all of your time cards and schedules, and seamlessly integrate that data in real time with your Incode® enterprise resource planning (ERP) solution so there's no duplicate data entry and less chance for error. ExecuTime handles all of your time and attendance and scheduling challenges with ease and precision while keeping track of your bottom line.



### ExecuTime functions:

- Time sheet entry
- Time sheet approvals
- Time sheet processing
- Employee timekeeping security
- Time-off approval settings
- Time-off requests
- Time-off processing
- Time clocks
- Mobile access
- Basic scheduling
- Advanced scheduling for police and fire departments
- Move overtime to comp time
- Shift differentials

### Incode functions:

- Employee information
- Pay codes
- Employee pay
- Position codes
- Employee positions
- Location codes
- Employee locations
- Pay and overtime rate calculations
- Accrual balances
- Reporting capabilities

*continued*

For more information, visit [www.tylertech.com](http://www.tylertech.com) or email [info@tylertech.com](mailto:info@tylertech.com)

## *Incode and ExecuTime Integration Features*

- Clock in and out from ExecuTime while information is sent to Incode by a user-initiated process.
- Incode accruals and balances can be viewed in ExecuTime.
- All payroll setup codes are established and maintained in Incode; ExecuTime displays these codes to guarantee all information accessed in ExecuTime is current.
- The following data points are automatically updated in ExecuTime as additions, edits, or deletions are made in Incode:
  - » Organizational units (departments)
  - » Pay codes
  - » Positions
  - » Employee demographics
  - » Leave balances
- ExecuTime calculates overtime and comp hours that employees are eligible for based on FLSA rules.
- When timesheet information is sent to Incode, Incode Payroll applies the various pay and overtime rates based on the hours and pay codes passed from ExecuTime.
- Advanced Scheduling can be used for complex shift and scheduling needs.
- Workflow items can be approved in ExecuTime.



**Sales Quotation For:**  
City of Eden  
PO Box 915  
Eden TX 76837-0915  
Barbi Watkins  
+1 (325) 869-2211  
assistant@edentexas.com

Quoted By: Robin Reeves  
Quote Expiration: 07/18/23  
Quote Name: Time & Attendance Saas

**Tyler Annual Software – Saas**

| Description                            | Annual          |
|--|-----------------|
| Tyler One                              |                 |
| Time & Attendance powered by ExecuTime |                 |
| Time & Attendance                      | \$ 3,107        |
| <b>TOTAL:</b>                          | <b>\$ 3,107</b> |

**Services**

| Description                            | Hours/Units | Extended Price  | Maintenance |
|--|-------------|-----------------|-------------|
| Time & Attendance powered by ExecuTime |             |                 |             |
| Time & Attendance Project Management   | 1           | \$ 1,250        | \$ 0        |
| Professional Services                  | 50          | \$ 7,250        | \$ 0        |
| <b>TOTAL:</b>                          |             | <b>\$ 8,500</b> | <b>\$ 0</b> |

| Summary               | One Time Fees    | Recurring Fees  |
|-----------------------|------------------|-----------------|
| Total Saas            |                  | \$ 3,107        |
| Total Tyler Services  | \$ 8,500         |                 |
| <b>Summary Total</b>  | <b>\$ 8,500</b>  | <b>\$ 3,107</b> |
| <b>Contract Total</b> | <b>\$ 11,607</b> |                 |

**Detailed Breakdown of Professional Services (Included in Summary Total)**

| Description                            | Hours     | Extended Price  | Maintenance |
|--|-----------|-----------------|-------------|
| Tyler One                              |           |                 |             |
| Time & Attendance powered by ExecuTime |           |                 |             |
| Time & Attendance                      | 50        | \$ 7,250        | \$ 0        |
| <b>Sub-Total</b>                       | <b>50</b> | <b>\$ 7,250</b> | <b>\$ 0</b> |
| <b>TOTAL:</b>                          | <b>50</b> | <b>\$ 7,250</b> | <b>\$ 0</b> |

#### Comments

- Work will be delivered remotely unless otherwise noted in this agreement.
- Expenses associated with onsite services are invoiced as incurred according to Tyler's standard business travel policy. SaaS is considered a term of one year unless otherwise indicated.

Time & Attendance SSL Certificate Requirements: Clients must obtain an SSL certificate (2048-bit minimum) for on-premises Tyler servers from a trusted Certificate Authority (CA), such as a commercial provider (e.g. Verisign, GeoTrust, Digicert) or client managed CA. SSL certificates are required to secure application communication by encrypting data over HTTPS. Server specific certificates (e.g. tylerapp.yourdomain.org) are supported, though a wildcard certificate (e.g. \*.yourdomain.org) is commonly used for multiple servers on the same domain. Any acquisition of clocks and/or clock maintenance is subject to the following terms:

[Time & Attendance Clock Terms \(tylertech.com\)](https://tylertech.com)

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
  - o Implementation and other professional services fees shall be invoiced as delivered.
  - o Fixed-fee Business Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
  - o Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
  - o Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
  - o If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
  - o Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here: <https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print Name: \_\_\_\_\_ P.O.#: \_\_\_\_\_





# Investment Summary for City of Eden TX - gWorks Platform

City of Eden TX  
120 Paint Rock Road  
Eden, TX 76837  
United States

Reference: 20230427-141028429  
Quote created: April 27, 2023  
Quote expires: May 27, 2023  
Quote created by: Steve Laner

slaner@gworks.com

**Laura Beeson**  
cityadmin@edentexas.com  
325-869-2211

### Comments from Steve Laner

One time Fees can be split between fiscal years or if more convenient, billed in 2023 and January 2024.

### Products & Services

| Item & Description  | Quantity | Unit Price | Total                            |
|---|----------|------------|----------------------------------|
| Finance Hub: Implementation and Deployment<br>Fresh Start & Module Implementation - Accounts Payable, Bank Reconciliation, General Ledger, set up Chart of Accounts, Receipt Management, & Billing and Licensing.   | 1        | \$4,750.00 | \$4,275.00<br>after 10% discount |
| General Ledger Set up and Chart of Accounts Conversion<br>General Ledger Set-Up including converting your Chart of Accounts (COA) to gWorks' software and entering your Budget and Year-To-Date amounts. COA Conversion includes normalizing the COA to the | 1        | \$0.00     | \$0.00                           |

| Item & Description   | Quantity | Unit Price       | Total                                       |
|--|----------|------------------|---|
| <p>Unified COA guidelines for the Client's state or to a 3-3-4 format, rationalizing accounts to reduce duplicates, and eliminating Line Accounts/Objects that the Client identifies for elimination. gWorks identifying accounts to eliminate or gWorks setting up more than 4 checking accounts within the software is beyond the scope of a COA conversion and is billable at gWorks current hourly rate.</p> | 1        | \$4,320.00       | <del>\$3,888.00</del><br>after 10% discount |
| <p><b>Utility Billing Hub: Implementation and Deployment</b><br/>Fresh Start Implementation: Set up all Utility Billing parameters including your services, rate tables, tax tables, penalty tables, and forms. Implement meter reading module. (Client is responsible for inputting customer/account data).</p>   | 1        | \$1,000.00       | <del>\$900.00</del><br>after 10% discount   |
| <p><b>Onboarding - New HR Hub Clients</b><br/>Onboarding Services for New Client to HR Hub. See <a href="https://www.gworks.com/solutions/hr-hub/">https://www.gworks.com/solutions/hr-hub/</a></p>  | 1        | \$3,000.00       | <del>\$2,700.00</del><br>after 10% discount |
| <p><b>FrontDesk Standard - Professional Onboarding</b><br/>Professional Onboarding of FrontDesk Standard</p>   | 1        | \$0.00           | \$0.00                                      |
| <p><b>gWorks Cloud Migration - Finance Hub</b><br/>Migration to gWorks Cloud for AP, BK, GL, BL, RM</p>  | 1        | \$0.00           | \$0.00                                      |
| <p><b>gWorks Cloud Migration - Utility Billing Hub</b><br/>Migration to gWorks Cloud for UB &amp; MR</p>   | 1        | \$0.00           | \$0.00                                      |
| <p><b>gWorks Cloud Migration - HR Hub</b><br/>Migration to HR Hub for existing payroll assets</p>  | 1        | \$2,375.00 /year | \$2,375.00 /year<br>for 1 year              |
| <p><b>Finance Hub</b><br/>Includes Accounts Payable, General Ledger, Bank Reconciliation, Billing and Licensing, and Receipt Management</p>  | 1        | \$2,160.00 /year | \$2,160.00 /year<br>for 1 year              |
| <p><b>Utility Billing Hub</b><br/>Includes Utility Billing, Meter Reading, for active accounts up to 3 Services and 750 active accounts</p>  | 1        | \$420.00 /year   | \$420.00 /year<br>for 1 year                |
| <p><b>HR Hub Base Fee - Annual Subscription</b><br/>Annual Base Subscription for HR Hub</p>  | 1        | \$420.00 /year   | \$420.00 /year<br>for 1 year                |

| Item & Description   | Quantity | Unit Price       | Total                            |
|--|----------|------------------|----------------------------------|
| HR Hub Standard - Annual Subscription<br>Annual Subscription for HR Hub Standard for [xx] employees  | 1        | \$1,440.00 /year | \$1,440.00 /year<br>for 1 year   |
| HR Hub Standard - Seasonal Usage<br>Usage Fees for 8 HR Standard Seasonal Employees for 64 of Payroll Runs   | 1        | \$256.00 /year   | \$256.00 /year                   |
| FrontDesk Standard - Annual Subscription<br>Annual Subscription for FrontDesk Standard for 100 active public users   | 1        | \$1,008.00 /year | \$1,008.00 /year<br>for 1 year   |
| gWorks Payments - R2<br>Ongoing Charges--<br>- Credit Card/Debit Card processing: 3.50% per transaction with a \$2 minimum<br>- ACH Pass-through processing fees:<br>- \$1.75 per transaction up to \$150.00;<br>- \$2.25 per transaction between \$150.01 - \$2,500;<br>- \$4.50 per transaction between \$2500.01 - \$25,000.00;<br>- \$9.45 per transaction greater than \$25,000.00<br>- Account updater service: \$5.00 per month<br>- Account updater fees: \$0.70 per update<br>- Per Chargeback: \$25.00<br>- Per Retrieval Request Processed: \$25.00<br>- Per Arbitration Case: \$15.00<br>- Per eCheck Return: \$10.00<br>- Per eCheck Refund: \$1.00<br>- Per Merchant Disbursement Failure: \$25.00<br>- Per Settlement Fee: \$0.35 | 1        | \$0.00           | \$0.00<br>for 1 year             |
| iDrive Backup Service<br>Annual subscription for iDrive backup service.  | 1        | \$180.00 /year   | \$180.00 /year<br>for 1 year     |
| OPTIONAL   | 1        | \$0.00           | \$0.00                           |
| Court Management - Implementation<br>Module Implementation   | 1        | \$6,120.00       | \$5,508.00<br>after 10% discount |
| Court Management - Annual Fee  | 1        | \$1,530.00       | \$1,530.00 /year                 |

**Item & Description**

**Quantity**

**Unit Price**

**Total**

Annual License & Product Support Agreement Fee

/year

for 1 year

~~Cemetery Management - Implementation~~

1

~~\$3,040.00~~

~~\$2,736.00~~

Module Implementation

after 10% discount

~~Cemetery Management - Annual Fee~~

1

~~\$760.00~~

~~\$760.00/year~~

Annual License & Product Support Agreement Fee

/year

for 1 year

**Subtotals**

Annual subtotal

~~\$10,129.00~~

9,369.00

One-time subtotal

(2x 8635.50)

~~\$20,007.00~~

17,271.00

after 10% discount

**Total**

~~\$30,136.00~~

26,640.00

## Purchase terms

### **Upon signature of the parties, this Order is a legally enforceable agreement.**

This Order shall be in effect as of the last date in the signature boxes below ("Effective Date") and shall continue until the end of the term of the last Service in this Order, unless earlier terminated in accordance with the express termination rights set forth in this Order, if any, and the Master Services Agreement. A Service set forth above shall be in effect from the Effective Date and shall continue for the initial term specified herein for such Service, unless earlier terminated in accordance with the express termination rights set forth in this Order, if any, and the Master Services Agreement. Web-based Services and Desktop Services terms are one-year in length from January 1 – December 31 ("Calendar Year"). If this Effective Date is within a Calendar Year, the initial term prorates from the Effective Date month to the end of the Calendar Year. Upon expiration of the initial term of the applicable Web-based or Desktop Service, such Service will automatically renew for additional successive renewal periods of a one-year in term length aligned to the Calendar Year for such Service, unless earlier terminated in accordance with the express termination rights set forth in this Order, if any, and the Master Services Agreement or unless either party provides the other party written notice of non-renewal no less than thirty (30) days prior to the end of the then-current initial term or renewal term for such Service. Upon termination or expiration of a Service: (a) Client shall immediately pay all outstanding amounts it owes to gWorks for such Service as set forth in the table above; (b) Client shall immediately cease using such Service; (c) gWorks may take steps to change, remove, or otherwise block Client's access to such Service; and (d) upon payment in full of all fees owed to it, gWorks shall deliver to Client any Deliverables related to such Service, in their current form as of the effective date of termination or expiration, along with all documentation, Specifications, and Client Materials in gWorks' possession related to such Service. Annual fees are nonrefundable. Notwithstanding the above, if, within thirty (30) days after the termination of a Service data export is requested by Client, gWorks shall export such data files to Client, and such services will be charged at gWorks then-standard rates. No termination or expiration of a Service, this Order, or the Master Services Agreement will affect Client's obligation to pay all amounts set forth in the table above. Fees for all one-time Implementation or Professional Onboarding or Professional Services and fees for all Web-based Services and Desktop Services are due and payable as follows:

- Implementation or Professional Onboarding or Professional Services fees are due in full upon the Effective Date of this Order.
- Annual fees are payable in full or prorated based on the calendar month on the execution of this Ordering Document for the first year. For subsequent terms, the annual subscription, license, and product support fees (collectively, "annual fees") are due before or by the start of the Calendar Year term thereafter.

Any Professional Services not defined in this Ordering Document are billable at gWorks' current hourly billable rate, or at gWorks sole discretion may be a separate Ordering Document of defined Services. Onsite service requests are billable at gWorks' current hourly billable rate with a minimum of eight (8) hours. One-time complimentary remote, web-based training is included with each Desktop Service within 15 days of software implementation. If the Client does not complete this complimentary training within 15 days, the training will be billable at gWorks' current hourly billable rate. Complimentary training will not exceed 2 hours per Desktop Service, or as set forth at gWorks sole discretion.

This Order, including the then-current Master Services Agreement & Terms of Service and Privacy Policy, and all other agreements, policies, and documents incorporated herein, contains the entire agreement of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous discussions, negotiations, agreements, or understandings between the parties, whether written or oral, regarding the subject matter hereof.

This Order may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Order, and all of which, when taken together, will be deemed to constitute one and the same agreement. This Order may be executed and delivered via facsimile, electronic mail, or other electronic transmission methods (including pdf or any electronic signature complying with the U.S. federal E-SIGN Act of 2000), and the execution and delivery of this Order by such methods shall be deemed to be valid and effective for all purposes. This Order is subject to the agreements, policies, and documents set forth below, all of which are incorporated herein by reference. By signing this Order, the Client expressly agrees to all terms and conditions in the agreements, policies, and documents set forth below.

- Master Services Agreement & Terms of Service: <https://www.gworks.com/g2msatos/>
- Product Support Agreement: <https://www.gworks.com/2023-productsupportagreement/>
- Privacy Policy: <https://www.gworks.com/privacy-policy/>

By signing this Order, the individual signing on behalf of Client certifies and warrants that they are authorized to sign on behalf of the Client, agree to the terms of this Order and any documents incorporated herein and that, upon their signature, this Order and any documents incorporated herein will become the legally binding agreement of the Client.

### Questions? Contact me



Steve Laner  
slaner@gworks.com

gWorks  
3905 S 148th St  
Ste 200  
Omaha, NE 68144  
USA