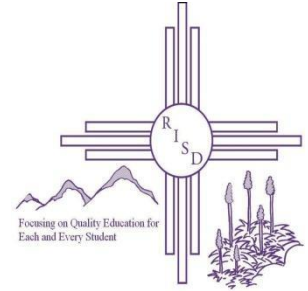


***Roswell Independent School District***  
***Support & Transportation Services Department***  
***300 N. Kentucky, Suite 201***  
***Roswell, New Mexico 88201***  
***575-627-2528 – Office***  
***575-627-2690 – Fax***



**DECLARATION OF INTENT TO PROCURE  
VIA SOLE SOURCE**

Posting Date: January 11, 2023

Product/Service: Time clock kiosks to provide accurate time tracking to the Frontline Time and Attendance application.

Description: Touchpoint time clocks were developed and are distributed solely by Touchpoint Industries. Each time clock is uniquely designed to integrate seamlessly with Frontline Time and Attendance software. No other vendor manufactures and distributes time clocks that integrate with Frontline Time and Attendance.

Vendor: Touchpoint Industries  
202 Bridge Street  
Phoenixville, PA 19460

Amount/Term: Approximately \$175,000.00 for the period February 13, 2023 through February 12, 2024.

Justification: The Roswell Independent School District has been using Frontline Time and Attendance software for years. The district is satisfied with the software and is looking to include time clock kiosks to make the system more efficient and accessible to staff.

Contact: Chris Thweatt, Roswell Independent School District  
Purchasing Coordinator: (575) 627-2529;  
[cthweatt@risd.k12.nm.us](mailto:cthweatt@risd.k12.nm.us)

Any party wishing to protest the award of this sole source procurement shall submit in writing to the contact above within fifteen (15) calendar days of this posting.