BrightMove & Inovium Joint Venture

CREC Human Resources Information System Response

Request for Information #CREC-25-051

Response Deadline: August 19, 2025

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1. Executive Summary

BrightMove and Inovium are pleased to submit this joint response to CREC's Human Resources Information System Request for Information. Our partnership combines BrightMove's award-winning applicant tracking system with Inovium's proven implementation and consulting expertise to deliver a comprehensive HRIS solution tailored to CREC's educational environment.

Solution Overview

- **BrightMove ATS Platform:** Core HRIS functionality including talent acquisition, onboarding, and employee management

- **Inovium Implementation Services:** Expert deployment, training, and ongoing support
- **Per Worksite Employee Pricing:** Scalable model optimized for educational organizations
- **SOC 2 Type I Certified:** Enterprise-grade security and compliance

2. Technical Proposal

A. Data Security & Privacy

- **Encryption:** All data encrypted at rest and in transit using AES-256 encryption
- **Compliance:** SOC 2 Type I certified, HIPAA and FERPA compliant
- **Data Transfers:** Secure API connections with OAuth 2.0 authentication
- **Breach Procedures:** 24-hour notification protocol with dedicated incident response team

B. Access & Cybersecurity

- **Multi-Factor Authentication:** Required for all vendor and customer access
- **Data Exfiltration Prevention:** Role-based access controls with audit logging
- **Database Access:** Limited to essential personnel with comprehensive audit trails
- **Schema:** Normalized relational database with separate schemas for different data types

C. Disaster Recovery & Business Continuity

- **Backup Frequency:** Real-time replication with daily backups
- **Storage Locations:** Multi-region redundant storage
- **Recovery Time:** RTO of 4 hours, RPO of 15 minutes

D. Integrations & AI Functionality

- **ERP Integration:** API-based integration with Tyler Technologies and other ERP systems
- **Third-Party Applications:** REST API, SFTP, and real-time sync capabilities
- **AI Features:** Smart candidate matching, automated workflows, and predictive analytics

- **AI Transparency:** Clear indicators and explanations for all AI-driven decisions

3. Functional Requirements Response

3.1 Position Management

Requirement	Response	Details
Create and manage position records	**Yes**	Full position management with hierarchical structure, job codes, and approval workflows
Position archiving and retention	**Yes**	Historical position data maintained with full audit trail and reporting capabilities
Integration with talent acquisition	**Yes**	Seamless workflow from position creation to job posting and candidate management

3.2 Talent Acquisition

Requirement	Response	Details
Job posting and distribution	**Yes**	Multi-channel job distribution to job boards, social media, and career sites
Candidate application management	**Yes**	Mobile-responsive applications with document upload and workflow automation
Interview scheduling and communication	**Yes**	Integrated scheduling with email and SMS notifications
Background check integration	-	Available through third-party integrations (not native)

3.3 Onboarding/Offboarding

Requirement	Response	Details
Electronic document signing	Yes	Legally binding e-signatures for all onboarding documents
Automated workflow integration	Yes	Seamless transition from hire to onboarding with automated notifications
Offboarding workflow	Yes	Comprehensive exit process with asset tracking and compliance reporting

3.4 Payroll

Requirement	Response	Details
Time tracking integration	Yes	Real-time integration with time and attendance data
Tax reporting and compliance	Yes	Automated W-2, 1095-C, and multi-state tax reporting
Employee self-service portal	Yes	Full self-service access to pay stubs, direct deposit, and tax forms
Multi-job tracking	Yes	Support for multiple positions per employee with accurate payroll calculations

3.5 Time & Attendance

Requirement	Response	Details
Schedule management	Yes	Comprehensive scheduling with recurring patterns and shift management

Mobile time entry	**Yes**	Mobile-responsive time tracking with supervisor approval
Compliance tracking	**Yes**	FLSA compliance, overtime alerts, and break requirement monitoring

3.6 Benefits Administration

Requirement	Response	Details
Benefit plan setup	**Yes**	Comprehensive benefit plan management with multiple plan types
Employee self-service enrollment	**Yes**	Self-service portal for benefit enrollment and life event management
Compliance reporting	**Yes**	ACA, ERISA, and 834 file reporting capabilities

3.7 Performance Management

Requirement	Response	Details
Goal setting and alignment	**Yes**	Cascading goals with real-time progress tracking
Multi-type reviews	**Yes**	360-degree, self, and peer review capabilities
Performance improvement plans	**Yes**	Structured PIP workflows with goal tracking and documentation

3.8 Leave Management

Requirement	Response	Details

Multiple leave types	**Yes**	FMLA, ADA, Workers' Compensation, and all standard leave types
Accrual calculations	**Yes**	Automated accrual based on seniority, employee type, and work schedule
Compliance reporting	**Yes**	OSHA 300 Log, FMLA tracking, and Workers' Compensation reporting

4. Pricing Information

Per Worksite Employee Model

Based on CREC's organizational size and requirements, we recommend the per worksite employee pricing model:

Employee Range	Rate per Employee/Year	Included Full Users	Additional User Cost
1,001 - 2,500	$25	30	$125/month
2,501 - 5,000	$17	50	$120/month

Multi-Year Discounts

- **2-Year Agreement:** 5% discount
- **3-Year Agreement:** 10% discount
- **No CPI Increases:** Price lock for multi-year agreements

Implementation Services

Inovium will provide implementation services on a time & material basis, including:

- System configuration and setup
- Data migration and conversion
- User training and adoption

- Third-party system integration
- Ongoing support and maintenance

5. Implementation Timeline

Phase 1: Discovery and Planning (2-3 weeks)

- Requirements gathering and gap analysis
- Data assessment and migration planning
- Integration mapping and design

Phase 2: Configuration and Setup (4-6 weeks)

- System configuration and customization
- User role and permission setup
- Workflow design and implementation

Phase 3: Data Migration and Testing (3-4 weeks)

- Historical data conversion and import
- Integration testing and validation
- User acceptance testing

Phase 4: Training and Go-Live (2-3 weeks)

- End-user training and adoption
- Go-live support and stabilization
- Post-implementation review

Total Implementation Timeline: 11-16 weeks

6. References

Client References

Reference 1: [Available upon request]

Reference 2: [Available upon request]

Reference 3: [Available upon request]

7. Conclusion

BrightMove and Inovium are confident that our joint solution provides CREC with a comprehensive, scalable, and cost-effective HRIS platform that meets all stated requirements while delivering exceptional value. Our partnership combines proven technology with expert implementation services to ensure successful deployment and long-term success.

We welcome the opportunity to discuss this proposal in detail and look forward to demonstrating our capabilities through product demonstrations and additional discussions.

Primary Contact Information

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