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DeKalbCountyGa.gov

Department of Finance
Risk Management and
Employee Services
Division
Manuel J. Maloof Center
1300 Commerce Drive
Decatur, GA 30030

2017 OCT 11 PM 12 53

MEMO

October 11, 2017

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Michael Thurmond

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District 7
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TO: Delois Robinson, Procurement Manager, Team C
FROM: Larry Jacobs, Assistant Finance Director
RE: Contract Extension / ADP Contract # 11-902259

Delois,

The ADP contract end date is 12/31/2017. The Finance Dept., Risk Management Division, requests a 6 month contract extension. The extension will provide the department with additional time to assess evolving operational needs related to ACA Reporting and Compliance.

Cost impact:

Unemployment Claims	\$9,000.00
Payroll Tax Filing Service	\$8,000.00
Garnishment Services	\$45,000.00
Earnings Statements	\$38,000.00
I-Pay online statements	\$12,000.00
Affordable Care Act Compliance	\$25,000.00
Total for 6-month extension	\$137,000.00

Please advise if additional information is needed.

Larry Jacobs

CC: Dianne McNabb, ICFO and Preston Stephens, Interim Asst. Finance Director