



Legislation Text

File #: 2023-0616, Version: 2

Substitute

Purchasing Type: Change Order (CO)

Public Hearing: YES NO

Department: Purchasing & Contracting

AGENDA ITEM:

Commission District(s): ALL

CO - Change Order No. 2 to Contract No. 1242439 Accountants for Financial Compliance (Emergency): for use by the Department of Grants and Compliance (Finance). This contract consists of the provision of accountants to manage and meet reporting requirements. This request seeks to ratify the continued use of a previously approved emergency vendor and increase contract funds and term through December 31, 2026. Awarded to Robert Half International, Inc. Amount Not To Exceed: \$1,267,070.80.

Information Contact: Michelle Butler, CPPO, Procurement Manager

Phone Number: (404) 687-3581

PURPOSE:

Awarded on February 9, 2020, for an anticipated amount not to exceed \$115,680.00, as an emergency request to engage accountants needed to meet the management and reporting requirements. The act mandates the County, as a recipient of the ERA and ARP funds, comply with stipulated guidelines or risk being disqualified from receiving future funds and paying back used funds. Due to the on-going nature of the pandemic, the County continued to receive and disburse ERA and ARP funds, which necessitated the department's continuous engagement of the vendor to meet the funds reporting requirement. On October 22, 2021, awarded for an anticipated amount not to exceed \$420,000.00, as a continued emergency request for continued services. Since the financial reporting and compliance with federal directives for ERA and ARP funds are ongoing, technical subject matter experts have remained engaged and are required to review and analyze transactions to mitigate having to pay back funds and continue reporting compliance. This request seeks to ratify the continued use of a previously approved emergency vendor and increase contract funds and term through December 31, 2026.

This substitute is submitted to revise the provided services and requested increase to the contract term.

RECOMMENDATION:

Recommend approval of Change Order No. 2 with:

Robert Half International, Inc., 324 Peachtree Rd. NE, Ste. 2000, Atlanta, GA 30326

Amount Not To Exceed: \$1,267,070.80

ADDITIONAL INFORMATION:

- 1. Contract Effective Date: February 9, 2020
- 2. Contract Expiration Date: October 31, 2022
- 3. Amount Spent To Date: \$531,074.77
- 4. Funding: Finance (ARP, ERA)