



Item:

Agreement with James Moore & Co for Outsourced Human Resource Services

Requested Action:

The Trust is asked to approve the agreement and authorize the Executive Director to execute the agreement.

Background

CTAC Board Policy Chapter 6.60,B,2 allows the CTAC Board to directly authorize the purchase services.

In FY2021, the Executive Director exercised a similar engagement letter with James Moore & Co. for a three (3) month trial period in the amount of \$3000, which is below the purchasing threshold for any sort of competitive solicitation (see Board Policy 6.50,A). The trial period was successful and the Executive Director would like to execute a one-year agreement.

Attachments

Engagement letter with James Moore & Co.

Programmatic Impact:

None

Fiscal Impact:

\$12,000 from account 001.15.1500.513.31.00

Recommendation:

Staff Recommends approval