



CITY OF
FORESTPARK

City Council Agenda Item

Subject: Council Discussion and Approval of entering an Agreement with ADP, Inc. as the City's Payroll Processing Platform – Executive Department

Submitted By: Dr. Marc-Antonie Cooper

Date Submitted: May 18, 2022

Work Session Date: N/A

Council Meeting Date: May 23, 2022

Background/History:

On May 16th representatives from ADP, Inc. presented their proposal for having ADP handle the payroll process for the city and the auditors made a recommendation in the city's 2020 audit that the city should research the risks and benefits of procuring a third-party vendor to manage the payroll process and dissemination. Attached is the contract for ADP at an annual cost of \$190,163.55 with \$42,500.00 for implementation cost. The City Manager is requesting approval of the contract and use of funding identified and available within the American Rescue Fund line item Encode upgrade. Future funding for this annual expenditure will be factored in the general fund budget.

Cost: \$ 190,163.55 per year

Budgeted for: _____ **Yes** X **No**

Financial Impact:

N/A

Action Requested from Council:

Approval from Council to proceed with agreement