



## AGENDA ITEM

### Financial Services

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**REPORT TO:** Work Session (09/08/25)

**REPORT TO:** Voting Meeting (09/11/25)

**ITEM NO:** 531/2025

**SUBJECT:** Approve the renewal of the agreement with ADP, Inc. for the purpose of providing payroll services for all County departments, and authorization for the Chairman to execute any necessary documents to effectuate the renewal; subject to the review and approval by the County Attorney. The estimated annual cost is \$382,423.00.

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#### Meetings:

**Work Session Date:** 09/08/25

**Voting Meeting Date:** 09/11/25

#### Executive Summary:

**Presenter:** TS

**Recommendation:**

Approve

#### Purpose of Request:

Approve the renewal of the agreement with ADP, Inc. for the purpose of providing payroll services for all County departments, and authorization for the Chairman to execute any necessary documents to effectuate the renewal; subject to the review and approval by the County Attorney. The estimated annual cost is \$382,423.00.

#### History:

On September 23, 2015, Hall County entered into an agreement with ADP to provide payroll processing, time and attendance, tax filing, human resources, self-service benefits administration, and other data processing services.

Pricing agreement was renewed on September 10, 2020 for an additional two years.

#### Facts and Issues:

We have exhausted the renewals on our existing contract but ADP has offered to extend our existing terms and conditions and pricing for an additional five years. For the first year, pricing would remain unchanged. The second, third, and fourth year would be a 1% increase, and the fifth year would be a 2% Increase. If approved through its entirety, the total ADP Contract would reach a total of 15 years.

#### Options:

**Funding Requested**

\$ 382,423.00

**Are funds within current budget?**

Yes

**Source of Funds**

Various

**Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.?**

Yes

**Has it been reviewed by the County Attorney?**

Yes

**Is there a deadline for this item?**

2025-09-12

**Approvals:**

Submit	Budget	Finance	Attorney
TS	JM	TS	JL
Administration		Clerk	
CR		JR	

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**Attachments:**

Financial Supplement

ADP Annual Fee Estimate

ADP Contract Renewal



**HALL COUNTY BOARD OF COMMISSIONERS  
FINANCIAL SUPPLEMENT REPORT**

**AGENDA ITEM 531/2025**

**Funds Requested:** \$ 382,423.00

**Request Budgeted:** Yes

**Proposed Source of Funding:**

**Budget Transfer Requested:**

Various

No

**Funding Source Items:**

Fiscal Year	Fund	Division	Account	Amount
2026	TBD	TBD	521000- PROFESSIONAL SERVICES	\$382,423.00

**Budget Transfer Items:**

**Additional Information/Comments:**

**Contact for Questions:** TS

**Phone:** 770-531-3900