



TO: Goodhue County Commissioners  
FROM: Jessica Ahlbrecht, Tom Day - Human Resource Managers  
DATE: September 15, 2022  
RE: ADP Contract - 9/1/2022 – 8/31/2025

ADP provides our payroll services along with our Human Resource information system (HRIS), Applicant Tracking system (ATS), time and attendance, as well as Employee Self Service (ESS).

Below is the proposed 3-year Guaranteed Price Agreement from ADP:

Year #	Guaranteed Price Period	Increase %	Increase \$
1	9/1/2022 – 8/31/2023	0%	\$0
2	9/1/2023 – 8/31/2024	1%	\$850
3	9/1/2024 – 8/31/2025	2%	\$1,717

The current budget for ADP is \$85,000. This is based on the number of users (employees) and some fixed costs.

The contract would remain the same for the next year and increase by 1% or approximately \$850 on the second year and by 2% or approximately \$1,717 on the third year.

We believe that ADP greatly enhances our ability to perform the necessary processes for the County as well as serve the needs of our employees.

We respectfully request the Board to approve the proposed 3-year rate guarantee.