

November 18, 2021

22-055

AMEND CONTRACT FOR PAYROLL CONSULTING WITH  
THE ATUM GROUP

PREPARED BY: Michael Mathews, College Purchasing Manager,  
Procurement

FINANCIAL  
RESPONSIBILITY: Dina Farrell, Associate Vice President, Financial Services

APPROVED BY: Eric Blumenthal, Vice President, Finance and Administration  
Mark Mitsui, President

STRATEGIC THEMES: Workforce: Respond to community and workforce needs by developing a culture of agility. Create a data-informed continuous improvement ecosystem to establish agile decision-making and build the infrastructure for implementation.

REPORT: The college currently has a contract for a Payroll consultant to provide interim Payroll Manager level duties. The consultant is also evaluating processes and systems while the college seeks to fill the Payroll Manager position. This is a critical function within the Financial Services Department to provide payroll to staff and ensure Federal, State, and PERS requirements are met.

Atum is a registered minority-owned firm with the Oregon COBID office.

RECOMMENDATION: The board approve the amendment to the existing agreement to increase the contract amount to \$278,000 and extend through June 30, 2022.