



CLACKAMAS COUNTY

Office of County Clerk

SHERRY HALL
CLERK

1710 Red Soils Ct. Ste 100
OREGON CITY, OR 97045
503.722.6086

Board of County Commissioners
Clackamas County

July 25, 2022

Members of the Board:

Approval of amending an existing purchase order to \$222,912 for
Employers Overload temp agency, for payroll solutions for Election Board Workers

Purpose/Outcomes	Increase existing purchase/order dollar amount to \$222,912 for FY 21-22.
Dollar Amount and Fiscal Impact	\$0 impact. \$240,000 had already been budgeted within Elections specifically for Election Ballot workers in FY 21-22.
Funding Source	Election Board budgeted line item, already approved for FY21-22.
Duration	To cover additional temporary ballot worker expenses from the May 2022 primary.
Previous Board Action	None needed when contracts are below \$150,000.
Strategic Plan Alignment	1. Serves citizens. 2. Reduces costs and paperwork for Human Resources and Elections staff. 3. Increased capacity for ballot processing after ballot printing error.
Contact Person	Michael Newgard, Management Analyst II, 503-655-8662
Contract No.	Purchase Order #31544

BACKGROUND:

The Clackamas County Elections Division is seeking to increase our existing purchase order beyond the Clerk's authority of \$150,000 for contract/purchase order for FY21-22 to cover expenses incurred during the May 2022 primary for Election Board Workers (EBWs). EBWs are vital staff (80-150 individuals) that facilitate the conduct of vote-by-mail elections in Clackamas County. EBWs typically work a very short time period (1 day-3 weeks) during each election cycle (4-6 months), and their hours can vary greatly depending on voter turnout. This past primary the Elections Division needed EBWs to work an extended period of time past what normally would have been required after discovering Moonlight BPO had printed poor quality ballots that required additional worker hours to duplicate.

RECOMMENDATION:

Staff recommends the Board approving the purchase order amendment.

Respectfully submitted,

Sherry Hall
Clackamas County Clerk

Board of Property Tax Appeals
1710 Red Soils Court, Ste 100
Oregon City, OR 97045
503.655.8662
FAX 503.650.5687

Elections Division
1710 Red Soils Court, Ste 100
Oregon City, OR 97045
503.655.8510
FAX 503.655.8461

Recording Division
1710 Red Soils Court Ste 110
Oregon City, OR 97045
503.655.8551
FAX 503.650.5688

Records Management Division
1810 Red Soils Court, Ste 120
Oregon City, OR 97045
503.655.8323
FAX 503.655.8195

AMENDMENT #1
TO THE CONTRACT DOCUMENTS WITH DIAL TEMPORARY HELP SERVICES, INC. DBA
EMPLOYER'S OVERLOAD FOR PAYROLL SERVICES FOR TEMPORARY ELECTIONS
WORKERS
Contract #4772

This Amendment #1 is entered into between **Dial Temporary Help Services, Inc. doing business as Employer's Overload** ("Contractor") and Clackamas County ("County") and shall become part of the Contract documents entered into between both parties on **October 25, 2021** ("Contract").

The Purpose of this Amendment #1 is to make the following changes to the Contract:

1. ARTICLE I, Section 2. **Scope of Work** is hereby amended as follows:
 Contractor provided additional Election Board Workers ("EBW") during the May 2022 primary Election. EBW's facilitate the conduct of vote-by- mail elections in Clackamas County. The primary Elections Division needed EBWs to work an extended period of time past what normally would have been required after discovering poor quality ballots that required additional worker hours to duplicate. County and Contractor acknowledge that Work may have been performed prior to the signing of this Amendment #1. By execution of this Amendment #1, the County hereby approves and ratifies the Work performed prior. All previously performed Work is and remains subject to the terms and conditions of the Contract. The County reserves all rights, remedies, claims, and causes of action it may have with respect to previously performed Work.

2. ARTICLE I, Section 3. **Consideration** is hereby amended as follows:
 County is authorizing up to \$142,912.39 for the additional time for the additional Work. The total Contract Compensation shall not exceed \$222,912.39.

ORIGINAL CONTRACT	\$ 80,000.00
<u>AMENDMENT #1</u>	<u>\$ 142,912.39</u>
TOTAL AMENDED CONTRACT	\$ 222,912.39

Except as expressly amended above, all other terms and conditions of the Contract shall remain in full force and effect. By signature below, the parties agree to this Amendment #1, effective upon the date of the last signature below.

**Dial Temporary Help Services, Inc. DBA
 Employer's Overload**

Clackamas County

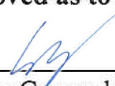


 Authorized Signature Date

Tom Szambelan
 Printed Name

 Chair Date

 Recording Secretary

Approved as to Form
 07/25/2022

 County Counsel Date