



## Legislation Text

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**File #:** 18-0601, **Version:** 1

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**Item:**

**Contract Amendment for Westaff**

**Date Of BOCC Meeting:** February 12, 2018

**Request for Board Action:**

The Board is requested to approve the amendment to the current contract with Westaff to increase the previously approved amount of \$109,000.00 to an amount not to exceed \$189,000.00.

Westaff is a temporary staffing agency currently used to assist in the data entry process for the 2019 General Reappraisal data entry project that requires the relisting of 115,000 parcels. The County has followed the new General Reappraisal Guidelines set forth by the NC Department of Revenue requiring that all property be relisted for the reappraisal process. To ensure the department meets the timeframe for setting value for the 2019 General Reappraisal additional data entry personnel has been required to complete the task. All data entry for the reappraisal must be completed prior to September 1, 2018 to prepare for the change of value notices that will be mailed in December of 2018.

The Tax Administration Office requests approval to amend the current contract with Westaff for an additional \$80,000.00; for a total not to exceed \$189,000.00.

**Alignment with Strategic Plan:** Goal 5, Accountable, Efficient, Visionary Government. Westaff has placed several temporary staff within our organization. Several of those placements have previous tax office experience resulting in minimal downtime allowing us to be more efficient in our training efforts and data entry projects.

**Resource Persons:** Kimberly H. Simpson, Tax Administrator

**County Manager's Recommendation:** The County Manager recommends that the Board amend the contract with Westaff for temporary staffing purposes and approve the Contract Amendment to increase the contract amount by \$80,000.00 to an amount not to exceed \$189,000.00.

County Manager: \_\_\_\_\_