

## AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into this 1<sup>st</sup> day of MARCH, 2021, by and between the City of Merced, a California Charter Municipal Corporation, whose address of record is 678 West 18<sup>th</sup> Street, Merced, California 95340, (hereinafter referred to as "City") and Eide Bailly, LLP, a Minnesota Limited Liability Partnership, whose address of record is 2151 River Plaza Drive, Suite 308, Sacramento, California 95833-4133 (hereinafter referred to as "Consultant").

WHEREAS, City is required to employ a qualified independent auditor to perform annual audits of the City of Merced; and,

WHEREAS, City desires to hire an independent auditor in good standing to prepare the audits for fiscal years 2020/2021 through 2024/2025; and,

WHEREAS, Consultant represents that it possesses the professional skills to provide the auditing services.

NOW, THEREFORE, the parties hereto, in consideration of the mutual covenants hereinafter recited, hereby agree as follows:

1. **SCOPE OF SERVICES.** The Consultant shall furnish the following services: Consultant shall provide the auditing services described in Exhibit "A" attached hereto.

No additional services shall be performed by Consultant unless approved in advance in writing by the City, stating the dollar value of the services, the method of payment, and any adjustment in contract time. All such services are to be coordinated with City and the results of the work shall be monitored by the Finance Officer or designee. However, the means by which the work is accomplished shall be the sole responsibility of the Consultant.

2. **TIME OF PERFORMANCE.** All of the work outlined in the Scope of Services shall be completed in accordance with the Schedule outlined in Exhibit "B" attached hereto and incorporated herein by reference. By mutual agreement and written addendum to this Agreement, the City and the Consultant may change the requirements in said Schedule.

3. TERM OF AGREEMENT. The term of this Agreement shall commence upon the day first above written and end on June 30, 2026.

4. COMPENSATION. Payment by the City to the Consultant for actual services rendered under this Agreement shall be made upon presentation of an invoice detailing services performed under the Scope of Services, in accordance with the fee schedule set forth in Exhibit "C" attached hereto and incorporated herein by reference. The Consultant agrees to provide all services required under the Scope of Services in Exhibit "A" within the compensation amount set forth in Exhibit "C".

5. METHOD OF PAYMENT. Compensation to Consultant shall be paid by the City after submission by Consultant of an invoice delineating the services performed.

6. RECORDS. It is understood and agreed that all plans, studies, specifications, data magnetically or otherwise recorded on computer or computer diskettes, records, files, reports, etc., provided by the City to Consultant in connection with or required to be delivered by Consultant to City under this Agreement shall be the property of the City, and Consultant hereby agrees to deliver the same to the City upon termination of the Agreement. It is understood and agreed that the deliverables including but not limited to those set forth hereinabove, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use.

7. CONSULTANT'S BOOKS AND RECORDS. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement. Any records or documents required to be maintained shall be made available for inspection, audit and/or copying at any time during regular business hours, upon oral or written request of the City.

8. INDEPENDENT CONTRACTOR. It is expressly understood that Consultant is an independent contractor and that its employees shall not be employees of or have any contractual relationship with the City. Consultant shall be responsible for the payment of all taxes, workers' compensation insurance and unemployment insurance. Should Consultant desire any insurance protection, the Consultant is to acquire same at its expense.

In the event Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, protect, defend, and hold harmless the City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

9. INDEMNITY.

a. Indemnity for Professional Liability. When the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend, and hold harmless City and any and all of its officials, employees and agents from and against any and all losses, liabilities, damages, costs, and expenses, including legal counsel's fees and costs but only to the extent the Consultant is responsible for such damages, liabilities and costs on a comparative basis of fault between the Consultant and the City in the performance of professional services under this agreement.

b. Indemnity for Other Than Professional Liability. Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, defend, and hold harmless City, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsel's fees and costs, court costs, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or City for which Consultant is legally liable, including, but not limited to officers, agents, employees, or subcontractors of Consultant, except when caused by the active negligence or willful misconduct of the City.

10. INSURANCE. During the term of this Agreement, Consultant shall maintain in full force and effect at its own cost and expense, the following insurance coverage:



a. Workers' Compensation Insurance. Full workers' compensation insurance shall be provided with a limit of at least One Hundred Thousand Dollars (\$100,000) for any one person and as required by law, including Employer's Liability limits of \$1,000,000.00 per accident. The policy shall be endorsed to waive the insurer's subrogation rights against the City.

b. General Liability.

- (i) Consultant shall obtain and keep in full force and effect general liability coverage at least as broad as ISO commercial general liability coverage occurrence Form CG 0001.
- (ii) Consultant shall maintain limits of no less than One Million Dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage.
- (iii) The City, its officers, employees, volunteers and agents are to be named as additional insureds under the policy, as respects liability arising out of work or operations performed by or on behalf of the Consultant.
- (iv) The policy shall stipulate that this insurance will operate as primary insurance for work performed by Consultant and its sub-contractors, and that any other insurance or self insurance maintained by City or other named insureds shall be excess and non-contributory.
- (v) Consultant shall maintain its commercial general liability coverage for three (3) years after completion of the work and shall add an additional insured endorsement form acceptable to the City naming the City of Merced, its officers, employees, agents and volunteers for each year thereafter for at least three (3) years after completion of the work. Copies of the annual renewal and additional insured endorsement form shall be sent to the City within thirty (30) days of the annual renewal.

c. Automobile Insurance.

- (i) Consultant shall obtain and keep in full force and effect an automobile policy of at least One Million Dollars (\$1,000,000) per accident for bodily injury and property damage.

- (ii) The City, its officers, employees, volunteers and agents are to be named as additional insureds under the policy, as respects automobiles owned, leased, hired or borrowed by the Consultant.
- (iii) The policy shall stipulate that this insurance will operate as primary insurance for work performed by Consultant and its sub-contractors, and that any other insurance or self insurance maintained by City or other named insureds shall be excess and non-contributory.

d. Professional Liability Insurance. Consultant shall carry professional liability insurance appropriate to Consultant's profession in the minimum amount of One Million Dollars (\$1,000,000). Architects and engineers' coverage is to be endorsed to include contractual liability.

e. Qualifications of Insurer. The insurance shall be provided by an acceptable insurance provider, as determined by City, which satisfies all of the following minimum requirements:

- (i) An insurance carrier admitted to do business in California and maintaining an agent for service of process within this State; and,
- (ii) An insurance carrier with a current A.M. Best Rating of A:VII or better (except for workers' compensation provided through the California State Compensation Fund).

f. Certificate of Insurance. Consultant shall complete and file with the City prior to engaging in any operation or activity set forth in this Agreement, certificates of insurance evidencing coverage as set forth above. No cancellation or expiration by the insurance company will be made during the term of this Agreement, without thirty (30) days written notice by Consultant to City prior to the effective date of such cancellation—including cancellation for nonpayment of premium.

g. Notwithstanding any language in this Agreement to the contrary, Consultant shall be entitled to be paid pursuant to the terms of this Agreement until Consultant has obtained the insurance required by this Section 10 and provided documentation of said insurance to the City. In addition to any other remedies City

may have, City reserves the right to withhold payment if Consultant's insurance policies are not current.

11. **ASSIGNABILITY OF AGREEMENT.** It is understood and agreed that this Agreement contemplates personal performance by the Consultant and is based upon a determination of its unique personal competence and experience and upon its specialized personal knowledge. Assignments of any or all rights, duties or obligations of the Consultant under this Agreement will be permitted only with the express written consent of the City.

12. **TERMINATION FOR CONVENIENCE OF CITY.** The City may terminate this Agreement any time by mailing a notice in writing to Consultant that the Agreement is terminated. Said Agreement shall then be deemed terminated, and no further work shall be performed by Consultant. If the Agreement is so terminated, the Consultant shall be paid for that percentage of the phase of work actually completed, based on a pro rata portion of the compensation for said phase satisfactorily completed at the time the notice of termination is received.

13. **CONFORMANCE TO APPLICABLE LAWS.** Consultant shall comply with its standard of care regarding all applicable Federal, State, and municipal laws, rules and ordinances. No discrimination shall be made by Consultant in the employment of persons to work under this contract because of race, color, national origin, ancestry, disability, sex or religion of such person.

Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act (8 U.S.C.A. 1101 *et seq.*), as amended; and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Consultant so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any agency or instrumentality of the federal or state government, including the courts, impose sanctions against the City for such use of unauthorized aliens, Consultant hereby agrees to, and shall, reimburse City for the cost of all such sanctions imposed, together with any and all costs, including attorneys' fees, incurred by the City in connection therewith.

14. **WAIVER.** In the event that either City or Consultant shall at any time or times waive any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Agreement, whether of the same or any other covenant, condition or obligation. Waiver shall not be deemed effective until and unless signed by the waiving party.



15. **INCONSISTENT OR CONFLICTING TERMS IN AGREEMENT AND EXHIBITS.** In the event of any contradiction or inconsistency between any attached document(s) or exhibit(s) incorporated by reference herein and the provisions of the Agreement itself, the terms of the Agreement shall control. Any exhibit that is attached and incorporated by reference shall be limited to the purposes for which it is attached, as specified in this Agreement. Any contractual terms or conditions contained in such exhibit imposing additional obligations on the City are not binding upon the City unless specifically agreed to in writing, and initialed by the authorized City representative, as to each additional contractual term or condition.

16. **AMBIGUITIES.** This Agreement has been negotiated at arms' length between persons knowledgeable in the matters dealt with herein. Accordingly, any rule of law, including, but not limited to, Section 1654 of the Civil Code of California, or any other statutes, legal decisions, or common-law principles of similar effect, that would require interpretation of any ambiguities in this Agreement against the party that drafted this Agreement is of no application and is hereby expressly waived.

17. **VENUE.** This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this agreement shall be held exclusively in a state court in the County of Merced.

18. **AMENDMENT.** This Agreement shall not be amended, modified, or otherwise changed unless in writing and signed by both parties hereto.

19. **INTEGRATION.** This Agreement constitutes the entire understanding and agreement of the parties and supersedes all previous and/or contemporaneous understanding or agreement between the parties with respect to all or any part of the subject matter hereof.

20. **AUTHORITY TO EXECUTE.** The person or persons executing this Agreement on behalf of the parties hereto warrants and represents that he/she/they has/have the authority to execute this Agreement on behalf of their entity and has/have the authority to bind their party to the performance of its obligations hereunder.

21. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts with each counterpart being deemed an original. No counterpart shall be deemed to be an original or presumed delivered unless and until the

counterparts executed by the other parties hereto are in the physical possession of the party or parties seeking enforcement thereof.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first above written.

CITY OF MERCED  
A California Charter Municipal  
Corporation

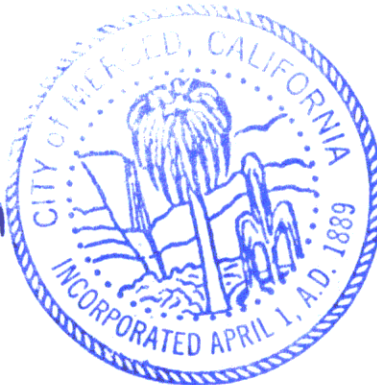
BY: Stephanie R. Dietz  
City Manager

ATTEST:  
STEPHANIE R. DIETZ, CITY CLERK

BY: [Signature]  
Assistant/Deputy City Clerk

APPROVED AS TO FORM:

BY: [Signature] 2/22/21  
City Attorney Date



ACCOUNT DATA:

BY: see attached  
Verified by Finance Officer



Account Number: 001-0701-512-17-00

Amount: \$204,850.00

VERIFIED

BY:

  
Finance Officer

FINANCE ENTRY

Contract No: 301513

Vendor Number: 18697

P.O. Number: 141016

Funds Available: Funds available for FY 20/21; Funds available contingent upon cc approval of budget for FY 21/22 through FY 24/25

03/04/21

R-34/21

Fiscal Year	Account Line	Amount
20/21	001-0701-512-17-00	\$ 38,500.00
21/22	001-0701-512-17-00	\$ 41,140.00
22/23	001-0701-512-17-00	\$ 39,655.00
23/24	001-0701-512-17-00	43,485.00
24/25	001-0701-512-17-00	42,070.00
		<u>\$ 204,850.00</u>

CONSULTANT  
EIDE BAILLY, LLP,  
Minnesota Limited Liability Partnership

BY: James W. Ramsey  
(Signature)

JAMES W. RAMSEY  
(Typed Name)

Its: \_\_\_\_\_  
(Title)

BY: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Typed Name)

Its: \_\_\_\_\_  
(Title)

Taxpayer I.D. No. 45-0250958

ADDRESS: 2151 River Plaza Drive  
Suite 308  
Sacramento, CA 95833-  
4133

TELEPHONE: (916) 999-8511

FAX: (916) 570-1875

E-MAIL: jramsay@eidebailly.com  
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## EXHIBIT A SERVICES

1. The City of Merced desires the Auditor to express an opinion on the fair presentation of its financial statements in conformity with generally accepted accounting principles. However, the Auditor is to provide an "in relation to" report on the combining and individual fund financial statements and supporting schedules based on the auditing procedures applied during the audit of the basic financial statements. The Auditor is not required to audit the introductory section or the statistical section of the report.
2. The Auditor shall also be responsible for performing certain limited procedures involving required supplementary information and supplementary information required by the Governmental Accounting Standards Board as mandated by Generally Accepted Auditing Standards.
3. The Auditor is to issue an opinion as to whether the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the financial statements as a whole.
4. The financial audit shall be performed in accordance with Generally Accepted Auditing Standards as set forth by the American Institute of Certified Public Accountants, the standards applicable to financial audits contained in Governmental Auditing Standards issued by the Comptroller General of the United States; and audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).
5. Compliance audits and related services will be performed in accordance with applicable standards.
6. Following the completion of the audit of the fiscal year's financial statements, the Auditor shall issue:
  - a. A report on the fair presentation of the financial statements in conformity with Generally Accepted Accounting Principles.
  - b. A report on compliance and on internal control over financial reporting based on an audit of financial statements performed in accordance with Governmental Auditing Standards for the City of Merced.
  - c. A report on compliance and internal control over financial reporting based on an audit of financial statements performed in accordance with Governmental Auditing Standards (Single Audit).
  - d. A report on compliance with requirements applicable to each major program and internal control over compliance and any additional reports required in accordance



with the standards applicable to Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) (Single Audit)

- e. Additional reports as may be required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) (Single Audit).
  - f. A report on agreed-upon procedures applied to the Appropriation Limit (GANN Limit).
  - g. Biennially, a report on compliance with requirements of California Vehicle Code (VC) Sections 9250.7 and 22710 (Abandoned Vehicle Abatement Program).
  - h. The reports on compliance and internal controls shall include all instances of non-compliance.
  - i. Auditors shall make an immediate, written report of all irregularities and illegal acts or indications of illegal acts of which they become aware of to the Director of Support Services.
7. The City of Merced determines the cognizant agency in accordance with the provisions of the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). The schedule of expenditures of federal awards and related Auditor's report, as well as the reports on the internal controls and compliance are not to be included in the comprehensive annual financial report but are to be issued separately.
8. The Auditor shall prepare a comfort letter required for the Wastewater and Water loan with California Infrastructure and Economic Development Bank.
9. The City of Merced will be required to implement Government Accounting Standards Board (GASB) pronouncements that take effect during the term of the contract. The level of assistance to be provided will be discussed on a case by case basis and mutually agreed upon by Auditor and the Finance Officer.
10. During the term of the agreement the City of Merced may prepare comprehensive annual financial report to the Government Finance Officer Association of the United States and Canada for review in their Certificate of Achievement for Excellence in Financial Reporting program. Due to the downturn in the economy, the City's budget and staffing was reduced which resulted in a Basic Financial Statement being issued since Fiscal Year 2011. Prior to Fiscal Year 2011 the City issued a comprehensive annual financial report and had received the certificate for fifteen consecutive years from Fiscal Year 1996 to 2011. It is anticipated that the Auditor will be required to

provide assistance to the City of Merced to meet the requirements of the program at some point during the term of the engagement.

11. The City of Merced intends to issue the financial statements no later than December 16, 2021. The City intends to issue the statements in mid-December in subsequent years.

## EXHIBIT B TIME OF PERFORMANCE

### Schedule of the 2021-2025 Fiscal Year Audit

1. Each of the following shall be completed by the Auditor no later than the dates indicated.

A. Interim Work

The Auditor shall complete the interim work by May 31 of each year.

B. Detailed Audit Plan

The Auditor shall provide the City of Merced, by May 15, both a detailed audit plan and a list of all schedules to be prepared by the City of Merced.

C. Fieldwork

The Auditor shall complete all fieldwork by the last week of October or another mutually agreed upon week arranged to meet the requirements for completion of the City's financial statements.

2. Entrance Conferences, Progress Reporting, and Exit Conferences

At a minimum, the following conferences should be held by the dates indicated on the schedule.

Entrance conference with the Finance Officer, Deputy Finance Officer and key personnel by May 30.

- The purpose of this meeting will be to discuss prior audit engagements and the interim work to be performed. This meeting will also be used to establish overall liaison for the audit and to make arrangements for workspace and other needs of the Auditor.

Progress conference with the Finance Officer, Deputy Finance Officer and key personnel by June 15.

- The purpose of this meeting will be to summarize the results of the preliminary review and to identify the key internal controls or other matters to be tested. The year-end work to be performed will also be discussed in this meeting.

Exit conference with the Finance Officer, Deputy Finance Officer and key personnel by October 31.

- The purpose of this meeting will be to summarize the results of the fieldwork and to review significant findings.



In addition, the Auditor shall provide written reports on the progress of the audit.

3. Date of Draft and Final Report is Due

The Auditor shall prepare the draft financial statements by November 10. The Deputy Finance Officer shall provide all recommendations, revisions, notes and suggestions for improvements to the Auditor by November 20.

The Auditor shall prepare the financial statements notes, required supplementary schedules, and the supplementary schedules and statistical data, if applicable by November 30. The Finance Officer will review the final draft report as expeditiously as possible. It is not expected that this process should exceed two weeks. During the review periods, the Auditor should be available for any meetings that may be necessary to discuss the audit reports. Once all issues for discussion are resolved, the camera-ready reports shall be delivered to the Finance Officer for publication within five (5) workdays. Dates are subject to change by mutual agreement to meet the requirements for completion of the City's financial statements.

4. Single Audit

The Single Audit Report for the City of Merced shall be completed on the same schedule as the financial statement timeline noted above.



CPAs & BUSINESS ADVISORS



## **Cost Proposal for Professional Auditing and Related Services**

# **CITY OF MERCED, CALIFORNIA**

October 23, 2020

**Submitted by:**

**Eide Bailly LLP**  
2151 River Plaza Drive, Suite 308  
Sacramento, CA 95833-4133

**James Ramsey, CPA, CFE | Partner**  
916.999.8511 | [jramsey@eidebailly.com](mailto:jramsey@eidebailly.com)

**EXHIBIT C**

## Cost Proposal

**EXPECTED FEES****Name of Firm:** Eide Bailly LLP**Certification:** As a partner with Eide Bailly, James Ramsey is entitled to represent the firm, empowered to submit the bid and authorized to sign a contract with the City of Merced, California ("the City").**Total All-Inclusive Maximum Price:**

This cost proposal is submitted as part of Eide Bailly's response to the Request for Proposal (RFP) issued to provide Independent Audit Services for the City of Merced, California ("the City").

**Total All-Inclusive Maximum Price**

Our fees are based on the complexity of the audit and the experience level of the staff members necessary to complete it. If you request additional services, we will obtain your agreement on fees before commencing work, so there are no surprises or hidden fees.

We propose the following fees based on our understanding of the scope of work and the level of involvement of the City's staff.

**Engagement Services and Fees**

Professional Services	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
City Comprehensive Annual Financial Report	\$34,000	\$34,000	\$35,020	\$36,071	\$37,153
Single Audit*	\$4,000	\$4,000	\$4,120	\$4,244	\$4,371
Report on City's Gann Appropriations Limit	\$500	\$500	\$515	\$530	\$546
<b>Subtotal of City</b>	<b>\$38,500</b>	<b>\$38,500</b>	<b>\$39,655</b>	<b>\$40,845</b>	<b>\$42,070</b>
Biennial Vehicle Abatement Compliance Report	\$0	\$2,640	-	\$2,640	-
<b>Total All-Inclusive Fee</b>	<b>\$38,500</b>	<b>\$41,140</b>	<b>\$39,655</b>	<b>\$43,485</b>	<b>\$42,070</b>

\*Assumes one major program. Additional programs will be billed at \$4,000 per program, per year.

**Out-of-Pocket Fees**

The professional fees listed above are inclusive of all out-of-pocket expenses.



**Rates by Partner, Specialist, Supervisory and Staff Level****APPENDIX C – FY 2021**

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE AUDIT AND RELATED SERVICES OF THE 2020-2021 FINANCIAL STATEMENTS AND FOUR (4) SUBSEQUENT FISCAL YEARS.

**I. FINANCIAL AUDIT**

Labor Class	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	32	\$350/hour	\$300/hour	\$9,600
Managers	48	\$225/hour	\$200/hour	\$9,600
Supervisory Staff	80	\$150/hour	\$120/hour	\$9,600
Staff	96	\$125/hour	\$ 90/hour	\$8,640
Other (Administrative Assistant)	8	\$ 60/hour	\$ 60/hour	\$480
Discount				\$(3,920)
<b>Subtotal</b>	<b>264</b>			<b>\$34,000</b>

**II. SINGLE AUDIT**

Labor Class	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	4	\$350/hour	\$300/hour	\$1,200
Managers	4	\$225/hour	\$200/hour	\$800
Supervisory Staff	0	\$150/hour	\$120/hour	\$0
Staff	32	\$125/hour	\$ 90/hour	\$2,880
Other (Administrative Assistant)	2	\$ 60/hour	\$ 60/hour	\$120
Discount				\$(1,000)
<b>Subtotal</b>	<b>42</b>			<b>\$4,000</b>

**III. BIENNIAL VEHICLE ABATEMENT AUDIT**

	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	0	\$350/hour	\$300/hour	\$0
Managers	0	\$225/hour	\$200/hour	\$0
Supervisory Staff	0	\$150/hour	\$120/hour	\$0
Staff	0	\$125/hour	\$ 90/hour	\$0
Other (Administrative Assistant)	0	\$ 60/hour	\$ 60/hour	\$0
<b>Subtotal</b>	<b>0</b>			<b>\$0</b>

**IV. TOTAL FOR SERVICES DESCRIBED IN SECTION II-E OF THE REQUEST FOR PROPOSALS**

(Please Itemize)

Comprehensive Annual Financial Report	\$	34,000
Single Audit (assumes one major program)	\$	4,000
GANN Limit AUP	\$	500
Abandoned Vehicle Abatement	\$	0

**IV. OUT-OF-POCKET EXPENSES**

Meals and Lodging	\$	0
Transportation	\$	0
Other (Specify)	\$	0

**IV. TOTAL ALL-INCLUSIVE MAXIMUM PRICE FOR AUDIT**    **\$ 38,500**

Provide separate schedule for each optional fiscal year and indicate fiscal year at top of schedule.

## APPENDIX C – FY 2022

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE AUDIT AND RELATED SERVICES OF THE 2021-2022 FINANCIAL STATEMENTS AND FOUR (4) SUBSEQUENT FISCAL YEARS.

## I. FINANCIAL AUDIT

Labor Class	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	32	\$350/hour	\$300/hour	\$9,600
Managers	48	\$225/hour	\$200/hour	\$9,600
Supervisory Staff	80	\$150/hour	\$120/hour	\$9,600
Staff	96	\$125/hour	\$ 90/hour	\$8,640
Other (Administrative Assistant)	8	\$ 60/hour	\$ 60/hour	\$480
Discount				\$(3,920)
<b>Subtotal</b>	<b>264</b>			<b>\$34,000</b>

## II. SINGLE AUDIT

Labor Class	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	4	\$350/hour	\$300/hour	\$1,200
Managers	4	\$225/hour	\$200/hour	\$800
Supervisory Staff	0	\$150/hour	\$120/hour	\$0
Staff	32	\$125/hour	\$ 90/hour	\$2,880
Other (Administrative Assistant)	2	\$ 60/hour	\$ 60/hour	\$120
Discount				\$(1,000)
<b>Subtotal</b>	<b>42</b>			<b>\$4,000</b>



**III. BIENNIAL VEHICLE ABATEMENT AUDIT**

	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	4	\$350/hour	\$300/hour	\$1,200
Managers	0	\$225/hour	\$200/hour	\$0
Supervisory Staff	0	\$150/hour	\$120/hour	\$0
Staff	16	\$125/hour	\$ 90/hour	\$1,440
Other (Administrative Assistant)	0	\$ 60/hour	\$ 60/hour	\$0
<b>Subtotal</b>	<b>20</b>			<b>\$2,640</b>

**IV. TOTAL FOR SERVICES DESCRIBED IN SECTION II-E OF THE REQUEST FOR PROPOSALS**

(Please Itemize)

Comprehensive Annual Financial Report	\$	34,000
Single Audit (assumes one major program)	\$	4,000
GANN Limit AUP	\$	500
Abandoned Vehicle Abatement	\$	2,640

**IV. OUT-OF-POCKET EXPENSES**

Meals and Lodging	\$	0
Transportation	\$	0
Other (Specify)	\$	0

**IV. TOTAL ALL-INCLUSIVE MAXIMUM PRICE FOR AUDIT**    **\$** **41,140**

Provide separate schedule for each optional fiscal year and indicate fiscal year at top of schedule.

## APPENDIX C – FY 2023

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE AUDIT AND RELATED SERVICES OF THE 2022-2023 FINANCIAL STATEMENTS AND FOUR (4) SUBSEQUENT FISCAL YEARS.

## I. FINANCIAL AUDIT

Labor Class	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	32	\$350/hour	\$300/hour	\$9,600
Managers	48	\$225/hour	\$200/hour	\$9,600
Supervisory Staff	80	\$150/hour	\$120/hour	\$9,600
Staff	96	\$125/hour	\$ 90/hour	\$8,640
Other (Administrative Assistant)	8	\$ 60/hour	\$ 60/hour	\$480
Discount				\$(2,900)
<b>Subtotal</b>	<b>264</b>			<b>\$35,020</b>

## II. SINGLE AUDIT

Labor Class	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	4	\$350/hour	\$300/hour	\$1,200
Managers	4	\$225/hour	\$200/hour	\$800
Supervisory Staff	0	\$150/hour	\$120/hour	\$0
Staff	32	\$125/hour	\$ 90/hour	\$2,880
Other (Administrative Assistant)	2	\$ 60/hour	\$ 60/hour	\$120
Discount				\$(880)
<b>Subtotal</b>	<b>42</b>			<b>\$4,120</b>

**III. BIENNIAL VEHICLE ABATEMENT AUDIT**

	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	0	\$350/hour	\$300/hour	\$0
Managers	0	\$225/hour	\$200/hour	\$0
Supervisory Staff	0	\$150/hour	\$120/hour	\$0
Staff	0	\$125/hour	\$ 90/hour	\$0
Other (Administrative Assistant)	0	\$ 60/hour	\$ 60/hour	\$0
<b>Subtotal</b>	<b>0</b>			<b>\$0</b>

**IV. TOTAL FOR SERVICES DESCRIBED IN SECTION II-E OF THE REQUEST FOR PROPOSALS**

(Please Itemize)

Comprehensive Annual Financial Report	\$	35,020
Single Audit (assumes one major program)	\$	4,120
GANN Limit AUP	\$	515
Abandoned Vehicle Abatement	\$	0

**IV. OUT-OF-POCKET EXPENSES**

Meals and Lodging	\$	0
Transportation	\$	0
Other (Specify)	\$	0

**IV. TOTAL ALL-INCLUSIVE MAXIMUM PRICE FOR AUDIT**    **\$ 39,655**

Provide separate schedule for each optional fiscal year and indicate fiscal year at top of schedule.

## APPENDIX C – FY 2024

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE AUDIT AND RELATED SERVICES OF THE 2023-2024 FINANCIAL STATEMENTS AND FOUR (4) SUBSEQUENT FISCAL YEARS.

## I. FINANCIAL AUDIT

Labor Class	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	32	\$350/hour	\$300/hour	\$9,600
Managers	48	\$225/hour	\$200/hour	\$9,600
Supervisory Staff	80	\$150/hour	\$120/hour	\$9,600
Staff	96	\$125/hour	\$ 90/hour	\$8,640
Other (Administrative Assistant)	8	\$ 60/hour	\$ 60/hour	\$480
Discount				\$(1,849)
<b>Subtotal</b>	<b>264</b>			<b>\$36,071</b>

## II. SINGLE AUDIT

Labor Class	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	4	\$350/hour	\$300/hour	\$1,200
Managers	4	\$225/hour	\$200/hour	\$800
Supervisory Staff	0	\$150/hour	\$120/hour	\$0
Staff	32	\$125/hour	\$ 90/hour	\$2,880
Other (Administrative Assistant)	2	\$ 60/hour	\$ 60/hour	\$120
Discount				\$(756)
<b>Subtotal</b>	<b>42</b>			<b>\$4,244</b>



**III. BIENNIAL VEHICLE ABATEMENT AUDIT**

	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	4	\$350/hour	\$300/hour	\$1,200
Managers	0	\$225/hour	\$200/hour	\$0
Supervisory Staff	0	\$150/hour	\$120/hour	\$0
Staff	16	\$125/hour	\$ 90/hour	\$1,440
Other (Administrative Assistant)	0	\$ 60/hour	\$ 60/hour	\$0
<b>Subtotal</b>	<b>20</b>			<b>\$2,640</b>

**IV. TOTAL FOR SERVICES DESCRIBED IN SECTION II-E OF THE REQUEST FOR PROPOSALS**

(Please Itemize)

Comprehensive Annual Financial Report	\$	36,071
Single Audit (assumes one major program)	\$	4,244
GANN Limit AUP	\$	530
Abandoned Vehicle Abatement	\$	2,640

**IV. OUT-OF-POCKET EXPENSES**

Meals and Lodging	\$	0
Transportation	\$	0
Other (Specify)	\$	0

**IV. TOTAL ALL-INCLUSIVE MAXIMUM PRICE FOR AUDIT** \$ 43,485

Provide separate schedule for each optional fiscal year and indicate fiscal year at top of schedule.

## APPENDIX C – FY 2025

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE AUDIT AND RELATED SERVICES OF THE 2024-2025 FINANCIAL STATEMENTS AND FOUR (4) SUBSEQUENT FISCAL YEARS.

## I. FINANCIAL AUDIT

Labor Class	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	32	\$350/hour	\$300/hour	\$9,600
Managers	48	\$225/hour	\$200/hour	\$9,600
Supervisory Staff	80	\$150/hour	\$120/hour	\$9,600
Staff	96	\$125/hour	\$ 90/hour	\$8,640
Other (Administrative Assistant)	8	\$ 60/hour	\$ 60/hour	\$480
Discount				\$(767)
<b>Subtotal</b>	<b>264</b>			<b>\$37,153</b>

## II. SINGLE AUDIT

Labor Class	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	4	\$350/hour	\$300/hour	\$1,200
Managers	4	\$225/hour	\$200/hour	\$800
Supervisory Staff	0	\$150/hour	\$120/hour	\$0
Staff	32	\$125/hour	\$ 90/hour	\$2,880
Other (Administrative Assistant)	2	\$ 60/hour	\$ 60/hour	\$120
Discount				\$(629)
<b>Subtotal</b>	<b>42</b>			<b>\$4,371</b>

**III. BIENNIAL VEHICLE ABATEMENT AUDIT**

	Hours	Standard Hourly Rate	Quoted Hourly Rate	Total
Partners	0	\$350/hour	\$300/hour	\$0
Managers	0	\$225/hour	\$200/hour	\$0
Supervisory Staff	0	\$150/hour	\$120/hour	\$0
Staff	0	\$125/hour	\$ 90/hour	\$0
Other (Administrative Assistant)	0	\$ 60/hour	\$ 60/hour	\$0
<b>Subtotal</b>	<b>0</b>			<b>\$0</b>

**IV. TOTAL FOR SERVICES DESCRIBED IN SECTION II-E OF THE REQUEST FOR PROPOSALS**

(Please Itemize)

Comprehensive Annual Financial Report	\$	37,153
Single Audit (assumes one major program)	\$	4,371
GANN Limit AUP	\$	546
Abandoned Vehicle Abatement	\$	0

**IV. OUT-OF-POCKET EXPENSES**

Meals and Lodging	\$	0
Transportation	\$	0
Other (Specify)	\$	0

**IV. TOTAL ALL-INCLUSIVE MAXIMUM PRICE FOR AUDIT** **\$ 42,070**

Provide separate schedule for each optional fiscal year and indicate fiscal year at top of schedule.

### **Rates for Additional Professional Services**

We know clients appreciate access to all of their service team members. We embrace this opportunity for constant communication and will ensure our team members are available when you have questions and issues. This service is included in the scope of the engagement. If a particular issue surfaces that falls outside the scope of this engagement, we'll bring it to your attention and obtain approval before proceeding. Should it become necessary for Eide Bailly to provide additional services, these services would be agreed to by the City and the services would be performed at the rates set forth in the previously listed schedules.

### **Manner of Payment**

We understand the City will make progress payments based on the hours of work completed during the course of the engagement and out-of-pocket expenses incurred, in accordance with this dollar cost bid proposal. Interim billings shall cover a period of not less than a calendar month.