

CITY OF
WASILLA
 • ALASKA •

Council Action:	
Approved: <input checked="" type="checkbox"/>	Denied: <input type="checkbox"/>
Date of Action: 4/23/18	
Verified by: <i>[Signature]</i>	

CITY COUNCIL ACTION MEMORANDUM

AM No. 18-08: Awarding A One (1) Year Contract To BDO USA, LLP In The Amount Of \$81,700 For Financial Audit Services.

Originator: April Dwyer, Purchasing
 Date: 4/10/2018

Agenda of: 4/23/2018

Route to:	Department Head	Signature	Date
X	Chief of Police	<i>[Signature]</i>	4/11/18
X	Public Works Director	<i>[Signature]</i>	4/11/18
X	Recreation Services Director	<i>[Signature]</i>	4/11/18
X	Finance Director	<i>[Signature]</i>	4-10-18
X	Deputy Administrator	<i>[Signature]</i>	4/13/18
X	City Clerk	<i>[Signature]</i>	4/12/18

Reviewed by Mayor Bert L. Cottle: *[Signature]* 4/16/2018

Fiscal Impact: yes or no **Funds Available:** yes or no

Account name/number/amount: Amounts reflected are based on the FY2019 Proposed Budget and are contingent upon passage of the FY2019 Budget and does not include funding for Federal Single Audit.

001-4115-411-30-31	Professional Services/Accounting	\$62,815
220-4270-427-30-31	Professional Services/Accounting	499
310-4351-435-30-31	Professional Services/Accounting	4,619
320-4361-436-30-31	Professional Services/Accounting	7,704
330-4370-437-30-31	Professional Services/Accounting	305
340-4530-453-30-31	Professional Services/Accounting	<u>1,993</u>
		\$77,935

Attachments: BDO Cost Proposal (1 page)

Summary Statement: On February 20, 2015, the City of Wasilla issued a Request for Proposal (RFP) for Financial Audit Services. BDO USA, LLP was awarded the initial three (3) year contract beginning with Fiscal Year 2015. This contract allows for two (2) optional one (1) year extensions.

BDO USA, LLP has elected to exercise the first extension for Financial Audit Services for Fiscal Year 2018 with the attached rates. Rates are subject to \$5,000 increase should a Federal Single Audit be required.

Staff Recommendation: Adopt AM No. 18-08 by awarding a one (1) year contract to BDO USA, LLP in the amount of \$81,700 for Financial Audit Services.

Attachment C COST PROPOSAL

A schedule of professional fees and expenses, presented in the format below; which documents the total all-inclusive maximum price. To meet the requirements of this proposal, costs are required for the fiscal years 2015 through 2017; proposals for the two (2), one (1) year extensions are at the option of the bidder.

Description of Service	Required			Optional	
	FY2015	FY2016	FY2017	FY2018	FY2019
Audit Services (including Federal & State Single Audits & Opinions)	\$64,445	\$67,023	\$69,700	\$66,600*	\$68,700*
Preparation of CAFR (to meet requirements of GFOA's Certificate of Excellence in Financial Reporting)	\$6,400	\$6,656	\$6,923	\$7300	\$7500
Printing of all financial statements, schedules, and opinion letters	\$2,660	\$2,766	\$2,877	\$2800	\$2800
TOTAL PER YEAR	\$73,505	\$76,445	\$79,500	\$76700*	\$79000*

Should it become necessary for the City to request the auditor to render additional service to either supplemental work as a result of the specific recommendations included in any report issued on this engagement, then such additional work shall be performed only if set forth in an amendment to the contract between the City and the Contractor, and shall be performed at the rates set forth in the schedule below. To meet the requirements of this proposal, rates are required for the fiscal years 2015 through 2018; rates for the two (2), one (1) year extensions are at the option of the proposer.

Position	Quoted Hourly Rate				
	Required			Optional	
	FY2015	FY2016	FY2017	FY2018	FY2019
Partners	\$350	\$364	\$379	\$	\$
Managers	\$260	\$260	\$270	\$	\$
Seniors or In-Charges	\$170	\$177	\$184	\$	\$
Staff	\$110	\$114	\$119	\$	\$
Admin	\$40	\$42	\$44	\$	\$

* Assuming no Federal Single Audit.
Federal single audit quoted at \$5000/yr.