



City of Cooper City

*9090 S.W. 50th Place
Cooper City, FL 33328*

Invoice No. 2131079

Date 06/02/2023

Supplemental invoice for the audit of the fiscal year ended September 30, 2022 for additional work due to delays in receiving audit items and schedules. Needs lists for audit items were provided to City staff on December 2, 2022, and many of the requested items were not provided timely or properly reconciled to the trial balance. As of the date of this invoice, nearly thirty adjusting journal entries have been posted to the City's originally provided trial balance and certain items have not yet been provided in order to close out the audit.

\$ 15,000.00



October 20, 2022

Ms. Tedra Allen, CMC, City Clerk
 And Members of the Audit Selection Committee
 City of Cooper City
 9090 SW 50th Place
 Cooper City, FL 33328

Dear Ms. Allen and Audit Selection Committee members:

Our fee for services rendered will be based upon the difficulty of your engagement and the time and skill level of our personnel assigned. Work is assigned, according to its complexity, to the appropriate member of our staff. Our proposed fees for the audit of the financial statements for the years ended September 30, are:

Year Ending September 30,	Financial Statements Audit	Annual Comprehensive Financial Report Preparation	Federal or State Single Audit, Per Major Program (If Required)
2022	\$ 38,000	\$ 5,000	\$ 2,500
2023	\$ 39,000	\$ 5,000	\$ 2,500
2024	\$ 40,000	\$ 5,000	\$ 2,500
OPTION YEARS			
2025	\$ 41,000	\$ 5,000	\$ 2,500
2026	\$ 42,000	\$ 5,000	\$ 2,500

Our firm commits to these "total all-inclusive maximum fees" for each of the audit years. These total fees include all direct and indirect costs, including all out-of-pocket expenses.

We hereby attest to our authority to submit this proposal and to individually bind Keefe McCullough to perform this audit in accordance with the resulting contract agreement should the firm be selected. This proposal is a firm and irrevocable offer for ninety (90) days as of the date of this proposal.

We are excited about the opportunity to serve as your independent auditing firm. Please feel free to contact me directly if you require additional information.

Regards,

KEEFE McCULLOUGH

William G. Benson, C.P.A.

Out-of-Pocket Expenses included in Lump Sum Price

Out-of-pocket expenses for firm personnel (e.g., travel, lodging and subsistence) shall be included in the Lump Sum Price for each fiscal year.

Our Lump Sum Prices include all out-of-pocket expenses for firm personnel.

Rates for Additional Professional Services

If it should become necessary for the City of Cooper City to request the auditor to render any additional services to either supplement the services requested in this Request for Proposals, or to perform additional 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 addendum to the contract between the City of Cooper City and the firm. Rates for supplemental services shall be calculated using the same method used to calculate to Lump Sum Price provided in response to this Request for Proposals.

We agree any additional work requested or as a result of the specific recommendation included in any report issued shall be performed only if set forth in an addendum to the contract between our firm and the City. We also agree that rates for supplemental services shall be calculated using the same method used to calculate to Lump Sum Price provided in response to this Request for Proposals.

Manner of Payment

Progress payments will be made on the basis of hours of work completed during the course of the engagement and out-of-pocket expenses incurred in accordance with the firm's dollar cost bid proposal. Interim billing shall cover a period of not less than a calendar month. Ten percent may be withheld from each billing pending delivery of the firm's final reports.

We agree to the City's manner of payment.

ATTACHMENT A
(Page 5 of 5)

**COST PROPOSAL SHEET
FOR
AUDIT SERVICES**

MUST BE SUBMITTED IN A SEPARATE, SEALED ENVELOPE

TOTAL COST PROPOSAL \$ 139,500

TOTAL COST PROPOSAL IN WORDS One Hundred Thirty-Five Thousand Five Hundred

ITEM DESCRIPTION	AUDIT FEE	SINGLE AUDIT FEE (WHEN APPLICABLE)	ACFR PREP	EXTENDED LUMP SUM FEE
Lump Sum Fee – FY 22 (10/01/21-09/30/22)	\$ 38,000	\$ 2,500	\$ 5,000	\$ 45,500
Lump Sum Fee – FY 23 (10/01/22-09/30/23)	\$ 39,000	\$ 2,500	\$ 5,000	\$ 46,500
Lump Sum Fee – FY 24 (10/01/23-09/30/24)	\$ 40,000	\$ 2,500	\$ 5,000	\$ 47,500
Total Cost Proposal for ALL Three Fiscal Years				\$ 139,500

Submitted by: William G. Benson, CPA

(Print)

Authorized Signature: *William G. Benson, CPA*

(Sign)

Title: Partner

Company Name: Keefe McCullough

STATE: **FLORIDA**
COUNTY: Broward

Sworn to (or affirmed) and subscribed before me this 18 day of October, 2022 by: William G. Benson
Name of person making statement

Kaitlin F. Chubeck
Signature of Notary Public - State of Florida

(NOTARY SEAL) Kaitlin F. Chubeck
Name of Notary Typed, Printed, or Stamped

Personally Known OR Produced Identification

Type of Identification Produced _____

