



January 13, 2025

MEMO

TO: Mayor & City Council Members

FROM: Tony Graff, Interim City Administrator

SUBJECT: Engagement Agreement with Sikich for Internal Control Review Services

Summary:

This agreement is to engage the professional services from Sikich, LLC as a continuation of consulting services completed under Phase 1, referred to in the engagement agreement dated July 23, 2024, as well as an update of investigation services performed in 2018, referred to in the engagement agreement dated March 18, 2018.

Phase II is the services for the Human Resources Module will include the following procedures from Sikich proposal dated November 1, 2024.

The fees for the Services will be in the amount of \$350 per hour, and the total fees will not exceed \$15,000. If the City Council wishes to only update the investigative report dated March 21, 2018, the fee will be based upon professional time expended at the rate quote above not to exceed \$5,000.

Recommendation:

Request to approve Phase II for the Human Resources Module and a 2018 Investigation Update not to exceed a total \$20,000 as stated within the engagement agreement.

Budget Impact:

Account – Administration, Line Item – Consulting 01-10-5312 \$25,000

Attachment: Sikich, LLC Engagement Agreement – Regarding Professional Forensic Services