

## **Staff Report**

**Subject:** Approval of Proposal from JAT Consulting Services, Inc. and Momentum for Financial Processes Review

**Author:** Danielle Carver, Procurement and Capital Projects Manager

**Department:** Finance

**Meeting Date:** June 18, 2024

**Item Description:** Proposal from JAT Consulting Services, Inc. and Momentum for Financial Processes Review

**Summary Recommendation:** Staff recommends Approval of the Proposal from JAT Consulting Services, Inc. and Momentum for Financial Processes Review

### **Executive Summary/Background:**

- Staff requested a proposal from two firms for the review and mapping of operations, policies, and procedures of the Finance Department for Effingham County. The totals included in those proposals are as follows:
  - JAT Consulting/Momentum: estimated 125 billable hours at \$165/hr plus reimbursable expenses with no markup.
  - Sumter Consulting: \$45,000 plus reimbursable expenses at 105% of actual cost.
- Staff has reviewed the proposals and recommend acceptance of the JAT/Moment proposal. Staff requests approval of a fee up to \$25,000. Should additional hours/scope be needed, staff will present to the Board of Commissioners for approval.

### **Alternatives for Commission to Consider**

1. Approval of the Proposal from JAT Consulting Services, Inc. and Momentum for Financial Processes Review in an amount up to \$25,000
2. Take no action.

**Recommended Alternative:** 1

**Other Alternatives:** 2

**Department Review:** County Manager, PCPM, Finance

**Funding Source:** Consulting

**Attachments:** JAT Consulting/Momentum Proposal and Documentation