



2425 E. Grand River Ave.,  
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**Price Proposal to Provide  
Audit Services for  
City of Lathrup Village  
Fiscal Years Ending  
June 30, 2024 through 2028**

Submitted by:

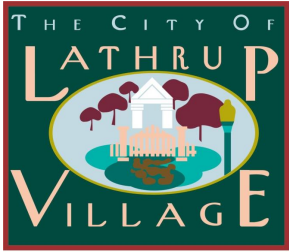


**Lansing Location:**  
2425 E. Grand River Avenue, Suite 1  
Lansing, MI 48912

William I. Tucker IV, CPA, Principal, is authorized to represent the firm, empowered to submit the bid, and authorized to sign a contract with the City of Lathrup Village.

*William I. Tucker IV, CPA*  
\_\_\_\_\_  
William I. Tucker IV, CPA  
Principal

Submitted: April 2, 2024  
Proposal Effective for Sixty Days



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**ATTACHMENT B**

**CITY OF LATHRUP VILLAGE**

**RFP PROFESSIONAL AUDITING SERVICES  
FEE PROPOSAL**

**SCHEDULE OF PROFESSIONAL FEES FOR THE AUDIT  
OF THE 2024, 2025, 2026, 2027, 2028  
FINANCIAL STATEMENTS**

	6/30/2024	6/30/2025	6/30/2026	6/30/2027	6/30/2028
Audit Services	\$ 33,000	\$ 34,600	\$ 36,300	\$ 38,100	\$ 39,900
Single Audit, if required	\$ 5,610	\$ 5,800	\$ 5,900	\$ 6,000	\$ 6,000
Annual Financial Report	Included	Included	Included	Included	Included
<b>TOTAL (NOT TO EXCEED)</b>	<b>\$ 38,610</b>	<b>\$ 40,400</b>	<b>\$ 42,200</b>	<b>\$ 44,100</b>	<b>\$ 45,900</b>

	Hours		Hourly Rate		Total Audit Fee 6/30/2024
Partners	24	X	\$ 400	=	\$ 9,600
Managers	45	X	\$ 270	=	\$ 12,150
Supervisory Staff		X	\$	=	\$
Staff	98	X	\$ 170	=	\$ 16,660
Other (specify): Admin	2	X	\$ 100	=	\$ 200
<b>GRAND TOTAL (NOT TO EXCEED)</b>					<b>\$ 38,610</b>

**We acknowledge the following addenda:** \_\_\_\_\_  
(please indicate addenda numbers)

**This proposal submitted by:**

Representative Name (printed) William I. Tucker IV, CPA

Title Principal

Signature *William I. Tucker IV, CPA* Date April 2, 2024

E-mail btucker@manercpa.com

Company (Legal Registration) Maner Costerisan PC

Address 2425 E. Grand River Avenue, Suite 1

City Lansing State MI Zip 48879

Telephone 517-323-7500 Fax 517-323-6346

## **Total All-Inclusive Maximum Price**

### **Compensation for Requested Services**

The fees quoted above are based on anticipated levels of client assistance and expertise and have been discounted from our standard hourly rates. Should any of these levels of assistance or expertise change significantly during the period of our engagement, we will need to discuss this situation with the City to determine a plan of action for the remainder of the agreement. If circumstances are encountered (i.e., unrecorded accruals, unbalanced records, significant audit journal entries, inadequate staff assistance, etc.), that cause us to spend additional time that was not planned we will discuss the situation with you prior to performing any additional services.

For purposes of pricing the Single Audit, the fee quoted assumes the City will have no more than one major federal program. If additional major federal programs are required to be audited under the Single Audit Act in any given year, there will be an additional charge of \$4,000 per additional major federal program audited.

In any year that the City would like us to prepare the State of Michigan, Department of Treasury F-65 Form, we will bill the Charter Township at an hourly rate of \$250.

If additional procedures are necessary to assist with the implementation of new pronouncements, our fees will be based on the services rendered at our standard hourly rates.

Because we are extremely interested in serving City of Lathrup Village and the fact that our team members have a great deal of experience working with governmental units, we are proposing a significant discount to our cost estimate. The price schedule detailed above is a firm price assuming the City records are in reasonable condition, and we are provided reasonable City staff assistance. If our team members spend more hours than the projected hours detailed above that are not due to certain circumstances (i.e., unbalanced record, improperly recorded activities, the state of the records being significantly different than what was stated in the proposal process, inadequate staff assistance, etc.) then we will not bill for any amounts over the cost estimate. During each year of the audit, we will spend approximately 20% more in costs than what is projected above, however, we will not bill you for that additional time unless it exceeds the 20% amount which would be caused by circumstances such as those items listed above that would be discussed with the City prior to incurring any additional time.

Our proposal is to provide City of Lathrup Village with auditing services (attest services), rather than accounting services (nonattest services). The cost schedule detailed above assumes that extensive journal entries to adjust the accounting records (i.e., bookkeeping) will not be required as part of the audit process. If auditor-proposed journal entries are required after the trial balance download is taken in order for the financial statements to be fairly presented in accordance with generally accepted accounting principles, we propose a per entry fee of \$200. This fee will not be billed if there are less than five entries in a given year. Creation of required schedules will be the responsibility of the City, but if the City needs assistance to prepare any of the necessary supporting schedules, we will assist in this and we will perform these services at the above stated rates.

## **Total All-Inclusive Maximum Price (continued)**

### **Compensation for Requested Services (continued)**

The cost of the audit is based on the amount of time it takes to perform the audit of City of Lathrup Village. Our charges for audit or management services are based on the level of team member necessary to perform the services. The hourly governmental audit billing rates are as follows:

Principal	\$295 - 400
Senior Manager	245 - 270
Manager	200 - 235
Senior Associate	170 - 185
Associate	120 - 160
Administrative	110 - 120

If certain circumstances are encountered, such as significant areas not being ready for audit that delay or disrupt field work or those issues listed above, we will discuss them with you and negotiate additional billings. While we do not expect that there will be additional billings in any audit year, because of the discounted fee that is being proposed, it is important that the City adhere to the agreed-upon audit schedule - allowing us to conduct the audit as efficiently as possible.

The fees quoted for years subsequent to 2024 may be subjected to renegotiation if significant changes in professional standards, reporting requirements, or City staffing make our initial estimate of hours to complete the audit unrealistic. If any such significant changes occur, we will discuss the reasons with you and arrive at a new fee arrangement prior to incurring any additional charges.