



Accenture
3800 Esplanade Way | Suite 100
Tallahassee | Florida | 32311

April 6, 2026

Mary-Ellen L. Harper, County Manager
Levy County
P.O. Box 310
Bronson, Florida 32621

Re: Levy County EMS, Fire Protection, Residential Solid Waste and Road Maintenance Assessment Programs

Dear Mary-Ellen,

Levy County (County) has now completed another year of the annual assessment programs for fire protection, residential solid waste, road maintenance and EMS tax assessment services. Accenture Infrastructure and Capital Projects, LLC ("Accenture"), is pleased to have assisted the County with these recurring revenue sources and as such, we believe that the County would benefit from a continuation of our services.

In order to continue this relationship and the achievements realized thus far, attached as Appendix A is our proposed scope of services, fees, project deliverables and payment schedule to assist the County in the annual maintenance of the fire protection, residential solid waste, road maintenance, and EMS tax assessment programs for Fiscal Year 2026-27.

Please review the attached scope of services and upon review and satisfactory determination, please sign where indicated on Appendix A to acknowledge acceptance of the scope of services and to serve as proper notice to proceed. Upon execution, please provide us with a signed copy for our files.

If you have any questions, please do not hesitate to contact me. We look forward to working with Levy County again this year.

Sincerely,
Accenture Infrastructure and Capital Projects, LLC

A handwritten signature in blue ink that reads "Sandi Neubarth". The signature is fluid and cursive.

Sandi Neubarth
Director
(850) 681-3717
Sandra.Neubarth@accenture.com

Appendix A

Levy County

**EMS, Fire Protection, Residential Solid Waste,
and Road Maintenance Assessment Programs**

**Annual Maintenance Services for
Fiscal Year 2026-27**

EMS, Fire Protection, Residential Solid Waste, and Road Maintenance Assessment Programs

Scope of Services

- Task 1: Base Retainer Services for Current Fiscal Year Assessment Program** Accenture will be retained to administer the current fiscal year assessment programs and maintain the assessment roll databases. Such retainer services will include Accenture's availability to respond to requests for information or assistance from County staff regarding all aspects of the current assessment programs. In addition, Accenture will prepare the critical events schedule for the upcoming fiscal year to ensure adherence to statutory deadlines and will maintain the current fiscal year databases in a manner that ensures data availability to specific requests.
- Task 2: Update the Preliminary Assessment Rolls** Accenture will import updated Property Appraiser data to construct the preliminary annual assessment rolls for the assessment programs. Corrections from the County will be applied to the updated data. Accenture will then create the assessment rolls by programmatically applying the business rules to the data and extending the rates to the affected tax parcels according to the methodology.
- Task 3: Pro-Forma Rate Scenarios** As requested by the County, Accenture will provide rate-scenarios to assist in budget analyses and assessment program planning.
- Task 4: Final Rates** Accenture will calculate/confirm the proforma schedule of rates based on the apportionment methodology and revenue requirements for the Fiscal Year's assessment programs.
- Task 5: Preliminary and Annual Assessment Resolutions** Accenture will advise and assist the County's legal counsel in drafting the implementing assessment resolutions that conform to the existing EMS, fire protection, residential solid waste and road maintenance assessment ordinances and the County's policy decisions.
- Task 6: Implementation** Advise and assist with the requirements for the adoption of the annual assessment rate resolutions and certification of the assessment rolls in accordance with Section 197.3632, Florida Statutes, including:
- (a) Produce TRIM Notice Rolls and Data Exports** After verification of final rates for the assessment programs, Accenture will create the TRIM notice rolls by applying the rates to the assessment rolls. Accenture will then produce the data exports needed for the production of TRIM notices. Data exports for TRIM notices will be transmitted as necessary to the Property Appraiser's office, per their specifications.
- Task 7: Create Final Assessment Rolls** Accenture will update the assessment rolls with any corrections and updates received from the County. Final rates will be verified and extended to the updated data in order to create the final assessment rolls. The final rolls will be provided to the County.

Task 8: Certify, Export and Transmit the Final Assessment Rolls In Conformance with Uniform Method Using the final assessment rolls, Accenture will prepare export files on compatible electronic medium capable of merger with the ad valorem tax roll files and will transmit the files to the Tax Collector in the prescribed format.

Fees and Costs

For the professional services and specialized assistance described in this Scope of Services, we will work under a lump sum fee arrangement as follows:

Program	Accenture Fees
EMS Tax Assessment	\$8,000
Fire Protection Assessment	\$8,000
Residential Solid Waste Assessment	\$6,000
Road Maintenance Assessment	\$5,700
Total Fees	\$27,700

Except as noted below, the fee includes reimbursement for all out-of-pocket expenses.

The lump sum fee for professional services does not include any on-site visits by Accenture staff. Any on-site visits may be arranged at our standard hourly rates. Expenses related to on-site meetings will be billed in accordance with section 112.061, Florida Statutes. If necessary, in lieu of on-site visits, periodic telephone conference calls or Teams meetings may be scheduled to discuss project status.

The standard hourly rates for Accenture are as follows:

Accenture

Vice President.....	\$285
Director/Senior Program Manager	\$235
Project Manager/Project Coordinator	\$185
Senior Data Analyst	\$185
Database Analyst/Technical Services	\$150
Lead Project Analyst.....	\$100
Project Analyst.....	\$ 90
Administrative Support.....	\$ 75

The lump sum fee **does not include the costs of producing and mailing first class notices, if required.** Mailing and production costs depend on the number of assessable parcels of property within the assessment program area, but average approximately \$1.63 per parcel. Payment of mailing and production costs is due at the time of adoption of the initial assessment resolution or like document. For non-domestic notices, mailing charges will include the actual amount of postage beyond the domestic rate. Should U.S. postage rates increase prior to mailing, the additional postage per notice will be charged.

The County is responsible for any costs incurred to obtain information from the property appraiser or other public officials that is necessary for the assessment programs.

The County is responsible for working with the Property Appraiser to obtain the necessary information for properties with exempt “home addresses” pursuant to Section 119.071, Florida Statutes.

The County is responsible for any and all newspaper publications, including, but not limited to, making arrangements for publications and any costs associated therewith.

Please note that Accenture works with the premise of developing and implementing assessment programs with an eye on potential legal challenges in an attempt to maximize both the efficiency and the effectiveness of any defense. Nonetheless, the fees outlined above for professional services do not include any provision for litigation defense. Accordingly, in the event there is a legal challenge, we would be available, on an hourly basis, to assist the County in its defense.

Preliminary Schedule

Event	Schedule
Notice to Proceed	April 2026
Determine Net Revenue Requirements	May – June 2026
Review/Update Assessment Rolls	June - July 2026
Review/Confirm Annual Assessment Rates	June – July 2026
Adopt Preliminary Assessment Resolutions	June – July 2026
TRIM Notices	August 2026
Published Notices	August 2026
Adopt Annual Assessment Resolutions	August - September 2026
Certify Assessment Rolls	By September 15, 2026

Payment Schedule

The fee for professional services will be due and payable, based on the following schedule and assuming that notice to proceed is received in April 2026. If notice to proceed occurs after this date, the payment schedule will be condensed over the anticipated number of months remaining to complete the project.

Payment Due	Percent of Total	Amount Due
May 2026	25% of professional services fee	\$6,925
June 2026	25% of professional services fee	\$6,925
July 2026	25% of professional services fee	\$6,925
August 2026	25% of professional services fee	\$6,925
Total		\$27,700

ACCEPTED AND AGREED TO FOR FISCAL YEAR 2026-27:

BY: _____
Levy County

Date