



## AGENDA

### MEMORANDUM

TO: Honorable Mayor & City Commissioners

VIA: Michael E. Jackson, Interim City Manager

FROM: Office of the City Manager

SUBJECT: Agreement with HCT Certified Public Accountants and Consultants, LLC

DATE: September 10, 2024

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#### **GENERAL SUMMARY/BACKGROUND:**

On August 27, 2024, the City Commission authorized the City Manager to negotiate reasonable compensation with HCT Certified Public Accountants and Consultants, LLC, consistent with the contract terms set forth in RFP No. 2024-02, and bring back a recommendation to the City Commission for consideration.

#### **BUDGET IMPACT:**

Pursuant to the proposal, a flat fee proposal shall be submitted for the initial year of the contract. Fees for the option years shall be at the same terms and conditions of the original year.

- Base Year 1 - FY 2023-- \$32,940.00 (If required, Uniform Guidance \$9,500)
- Base Year 2 - FY 2024-- \$34,940.00 (If required, Uniform Guidance \$9,500)
- Base Year 3 - FY 2025-- \$36,940.00 (If required, Uniform Guidance \$9,500)
- Option Year 1 - FY 2026-- \$32,940.00 (If required, Uniform Guidance \$9,500)
- Option Year 2 - FY 2027-- \$32,940.00 (If required, Uniform Guidance \$9,500)

#### **LEGAL NOTE:**

Defer to City Attorney.

#### **STAFF RECOMMENDATION:**

Staff recommends approval of the item.

#### **ATTACHMENTS:**

Resolution 2024-42