



## Staff Report

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**File #:** TMP-1363, **Version:** 1

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**MEETING DATE:**

May 12, 2020

**SUBJECT:**

RESOLUTION NO. 2020-8754 - AUTHORIZING AWARD OF A MULTI-YEAR CONTRACT NOT TO EXCEED FIVE (5) YEARS AND DELEGATING AUTHORITY TO THE CITY MANAGER TO FINALIZE AND EXECUTE A CONSULTANT SERVICES CONTRACT WITH EIDE BAILLY, LLP FOR ACCOUNTING SERVICES

**Recommendation**

ADOPT a resolution authorizing the award of a multi-year consultant services contract not to exceed five (5) years and delegating authority to the City Manager to finalize and execute a consulting services contract to Eide Bailly, LLP for accounting services.

**Board or Commission Action**

Not applicable

**Relevant Council Strategic Theme**

Quality of Life

Planning for the Future

Good Governance

**Relevant Department Goal**

Not applicable

**Executive Summary**

The City uses accounting consulting services to perform various financial responsibilities as well as support staff. The Request for Proposal (RFP) for consultant services for Accounting services was initiated in March 2020 and consultant selection concluded in April 2020. Staff is requesting City Council to approve the award of a consultant services contract with Eide Bailly, LLP for accounting services, and to authorize the City Manager to execute the contract for a term of up to five (5) years.

**Discussion**

The City uses an accounting consulting firm to perform various financial responsibilities and support our limited staff to efficiently maintain a high quality standard and meet financial reporting and regulatory requirements. On March 19, 2020, the City publicly solicited proposals for accounting services. On April 16, 2020, the City received three (3) proposals as follows:

1. Eide Bailly, LLP
2. White Nelson Diehl Evans, LLP
3. Harshwal & Company, LLP

Staff has reviewed and evaluated the responsive proposals based on criteria in the Request for Proposals and has identified Eide Bailly, LLP as the best qualified and highest ranked firm to provide this service.

Staff recommends authorizing the award of a multi-year consulting services contract not to exceed five (5) years to Eide Bailly, LLP for accounting services for an estimated annual amount of \$235,000 and authorize the City Manager to finalize and execute the consulting services contract and any amendments or related documents thereto in accordance with SMMC Chapter 2.30.

#### **Environmental Impact**

There is no environmental impact associated with the adoption of this resolution.

#### **Fiscal Impact**

The cost of these services will be budgeted annually in the Finance Department's Operations & Maintenance Budget.

#### **Attachment(s)**

Resolution 2020-XXXX

Prepared by: Emily Law, Management Analyst

Submitted by: Lisa Fowler, Finance Director

Reviewed by: Michelle Bender, HR/Risk Director/Deputy City Manager

Approved by: Jack Griffin, City Manager