



**PURCHASING ITEM  
FOR  
COUNCIL AGENDA**

**1. Agenda Item Number:**

**14**

**2. Council Meeting Date:**

May 28, 2009

**TO: MAYOR & COUNCIL**

**3. Date Prepared:** May 7, 2009

**THROUGH: CITY MANAGER**

**4. Requesting Department:** Management Services—Accounting

**5. SUBJECT:** Extension of Agreement AC8-946-2581 with Heinfeld, Meech and Co., P.C. for Professional Audit Services in an amount not to exceed \$84,983.

**6. RECOMMENDATION:** Recommend approval of extension of Agreement AC8-946-2581 to Heinfeld, Meech and Co., P.C. for a one year period in an amount not to exceed \$84,983.

**7. HISTORICAL BACKGROUND/DISCUSSION:** The City is required by City Charter and state statute to issue an annual, audited financial report. In addition, federal law requires the City to undergo an annual single audit of federal financial assistance. Consistent with the City's practice to competitively procure a contract for auditing services every five years, a request for proposals for auditing services was issued before the expiration of the previous contract. Council approved the current contract on May 22, 2008. The current contract is a one-year contract with the option to renew for up to four additional one-year periods. If approved, the contract would be in its second of a possible five (5) years.

It is also noted that the scope of services includes the City and affiliated organizations, i.e., the Chandler Cultural Foundation. At their pleasure, the respective boards of these entities may have audit work performed under this contract at their cost.

**8. EVALUATION PROCESS:** On May 22, 2008, City Council approved Agreement AC8-946-2581 for professional audit services to Heinfeld, Meech and Co., P.C. for a one (1) year period w/ the option of four (4) one year extensions w/ fixed pricing for each possible extension year.

City staff is satisfied with the contractor's performance and recommends extension of the agreement for another one (1) year period for the fixed price for year 2 (review of FY 08/09) contained in the agreement.

**9. FINANCIAL IMPLICATIONS:** Funds for this project are available in FY 2009/10 from the General, Housing, Special Revenue and Solid Waste Funds. Accounting and Auditing Services as follows:

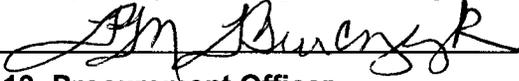
101.1230.0.5212.000000	\$ 61,183	
101.2210.0.5212.000000	\$ 1,011	
215.3300.0.5212.000000	\$ 3,314	
216.3340.0.5212.000000	\$ 1,565	
219.4700.0.5212.BG0910	\$ 3,000	
224.4650.0.5212.000000	\$ 1,500	
227-4650-0-5212.000000	\$ 1,500	
233.4650.0.5212.000000	\$ 3,000	
625.3700.0.5219.000000	\$ 1,455	
	<u>\$ 7,455</u>	Chandler Cultural Foundation
Total Contract	\$ 84,983	

**10. PROPOSED MOTION:** Move to extend Agreement AC8-946-2581 for a one-year period with Heinfeld, Meech, and Co., for professional audit services, as amended, in an amount not to exceed \$84,983, and authorize the Mayor to sign the Contract Amendment.

**APPROVALS**

**11. Requesting Department**

Penny Burczyk, Acting Accounting Manager



**12. Department Head**



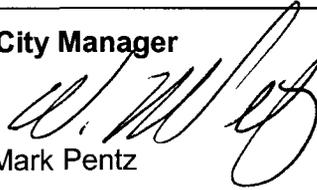
Dennis Strachota, Management Services Director

**13. Procurement Officer**



Robert Descheemaker, CPPB, Purchasing Supervisor

**14. City Manager**



W. Mark Pentz

**CITY OF CHANDLER  
AMENDED AGREEMENT  
PROFESSIONAL AUDIT SERVICES  
CONTRACT NO. AC8-946-2581**

It is mutually agreed by and between the City of Chandler, hereinafter called CITY and Heinfeld, Meech & Co., P.C., hereinafter called the CONSULTANT, that certain "Professional Audit Services, Contract No. AC8-946-2581", is hereby amended as follows:

- 1) Extend the Agreement for one year through June 30, 2010.
- 2) NOTICES, Page 12 of 27 of the Agreement, change CITY Contact to Penny Burczyk from Brian Ritschel.

All services provided by this amendment shall be subject to all terms and conditions of the original contract and subsequent amendments.

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

CITY OF CHANDLER:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

NAME OF FIRM:

Heinfeld, Meech & Co., P.C.

BY: *Diane Bradley*  
*Partner*  
Title

SEAL

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AMENDED AGREEMENT  
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CITY OF CHANDLER:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

NAME OF FIRM:

Heinfeld, Meech & Co., P.C.

BY: Dave Bradley  
Partner  
Title

SEAL