

CITY OF BISBEE

CONTRACT FOR SERVICES PROFESSIONAL AUDITING SERVICES

THIS CONTRACT is made this 20th day of June, 2017, by and between the City of Bisbee (hereinafter "the City") and HintonBurdick PLLC, (hereinafter "the Contractor").

WHEREAS the City is in need of certain services, as more particularly specified in the Notice of Solicitation designated as auditing services, as more particularly specified in the attached Scope of Work; and as incorporated herein by reference; and

WHEREAS the Contractor has offered to perform the proposed work in accordance with the terms of this Contract;

NOW, THEREFORE, in consideration of the promises and covenants stated herein, **IT IS HEREBY AGREED THAT:**

1. The Contractor promises and agrees to perform the work and to provide the services as described in the "Notice of Solicitation" and the "Specifications, Scope of Work or Requirements", each of which is incorporated herein by reference. This work shall be provided in a good and competent manner, and to the satisfaction of the City, or its designees. This work shall also be performed in a manner that is consistent with the "Standard Terms and Conditions, City of Bisbee Contract," which are incorporated into this Contract by reference, and any special terms and conditions which may be attached to this Contract.
2. The Contractor further agrees to provide all of the services required by this Contract in a complete and acceptable form, as such work is customarily provided according to professional standards applicable to completion of this type of service work.
3. This Contract shall remain in effect for a period of June 30, 2017 through June 30, 2021, or for such period as may be otherwise specified in the Contract Documents.
4. The City will compensate the Contractor for its performance, and the Contractor agrees to accept as complete payment for such full performance, a sum not to exceed \$32,000. Assuming that there are no significant changes in the scope of the audits, such as changes to accounting systems, or similarly significant changes, it is anticipated that the total price for all requested services for the years ended June 30, 2018, 2019, 2020 and 2021 will not exceed \$33,000, \$34,000, \$35,000 and \$36,100, respectively. The price for a single audit is \$3,500, if required. The price estimate for any year requiring a single audit is based on no more than two major programs. The price for any additional major programs over the base amount of two programs included in the price above will be \$1,000 per program. The Schedule of Professional Fees and Expenses for Audit of the City of Bisbee is attached.
5. The City shall have the right to reject all or any work or work product submitted under this agreement which does not meet the required specifications. In the event of any such

rejection, the Contractor agrees to promptly remedy any and all deficiencies. No compensation shall be due for any rejected work until such deficiencies have been corrected, and corrected at the Contractor's sole cost.

6. Payment shall be made by the City to the Contractor on the basis of invoices detailing the work included within each billing period. The Contractor's billing period shall be on a bi-weekly basis.
7. All notices, invoices and payment shall be made in writing and may be given by personal delivery or by mail. The names and addresses of the designated recipients for such notices, invoices and payments are as follows:

TO CONTRACTOR: **HintonBurdick, PLLC**
 Steven D. Palmer, CPA
 612 N. Beaver Street
 Flagstaff, AZ 86001

TO CITY: **City of Bisbee**
 118 Arizona Street
 Bisbee, Arizona 85603

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Contractor as indicated below:

APPROVED:
CITY OF BISBEE

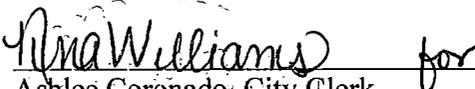
By


David M. Smith, Mayor

APPROVED:
CONTRACTOR


Name: HintonBurdick, PLLC
Title: Professional Auditor
Address: 612 N. Beaver Street
Flagstaff, AZ 86001

ATTEST:


Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

 06/29/17 on behalf of
Britta Orduno, City Attorney