

**Rock
Island
County**

**FOREST PRESERVE DISTRICT
ROCK ISLAND COUNTY, ILLINOIS**

REQUEST FOR PROPOSALS

FOR

PROFESSIONAL AUDITING SERVICES

FISCAL YEAR ENDING JUNE 30, 2020, 2021, & 2022

**ROCK ISLAND COUNTY
FOREST PRESERVE DISTRICT AUDITOR
1504 3RD AVENUE
ROCK ISLAND, IL 61201
FOREST PRESERVE DISTRICT
ROCK ISLAND COUNTY, ILLINOIS**

**APRIL L PALMER
COUNTY AUDITOR
AMANDA VAN DAELE
CHIEF DEPUTY**

Rock Island County, Illinois

1504 3rd Avenue, Rock Island, IL 61201

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Website: <http://www.rockislandcounty.org>

**Stephanie Antolik
Internal Auditor**

**Chris Begyn
Payroll Administrator**

REQUEST FOR PROPOSALS

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- F. All-inclusive Price for 2022 Audit Services
- G. Detail list of individual costs

Interested Firms may obtain the following information by contacting the County Auditor at 309-558-3514:

Comprehensive Annual Financial Report for Fiscal Year 2019

Accompanying Management Letters

Some of this information can also be obtained on the Rock Island County Auditor's Office Website: www.rockislandcounty.org/Auditor/Downloads/ or District website www.ricfpd.org

FOREST PRESERVE DISTRICT
ROCK ISLAND COUNTY, ILLINOIS
REQUEST FOR PROPOSALS

I. INTRODUCTION

A. General Information

The Forest Preserve District of Rock Island County, Illinois (the "District") is requesting proposals from qualified firms of licensed certified public accountants to audit its financial statements presented in conformity with generally accepted accounting principles for the fiscal years ending June 30, 2020, June 30, 2021 and June 30, 2022. These audits are to be performed in accordance with generally accepted auditing standards, the standards set forth for governmental financial audits to issue the comprehensive annual financial report.

There is no expressed or implied obligation for the District to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.

To be considered, two hard copies of a proposal must be received by April L. Palmer, District Auditor in the Rock Island County Auditor's Office 1504 3rd Avenue, Rock Island IL 61201 by 4:30 p.m. on February 28, 2020. The District reserves the right to reject any or all proposals submitted.

Proposals submitted will be evaluated by the District's Forest Preserve Executive Committee, which makes recommendations to the Forest Preserve District Commission.

During the evaluation process, the District reserves the right, where it may serve its best interest, to request additional information or clarifications from proposers, or to allow corrections for errors or omissions. At the discretion of the evaluators, firms submitting proposals may be requested to make oral presentations or interviews as part of the evaluation process.

The District reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the firm selected.

The selection of the audit firm will be based on our evaluation of the proposals submitted and, if we choose to do so, the results of interviews with some or all of the firms submitting proposals. It is anticipated the selection of a firm will be completed by March 18, 2020. Following the notification of the selected firm it is expected a contract will be executed between both parties as soon as practicably possible.

B. Terms of the Engagement

A three (3) year contract is contemplated, subject to the annual review of the President of the Forest Preserve Commission, District Director and District Auditor. There must be the satisfactory negotiation of terms (including a price acceptable to both the District and the selected firm), the concurrence of the District and the annual availability of an appropriation. The contract may be terminated without penalty by either party upon 30 days written notice to the other party.

C. Subcontracting

Firms submitting proposals are expected to have sufficient resources and experience to perform all services with their own personnel. No subcontracting will be allowed without the express prior written consent of the District.

II. NATURE OF SERVICES REQUIRED

A. General

The Forest Preserve District of Rock Island County is soliciting the services of qualified firms of licensed certified public accountants to audit its financial statements for the fiscal year ending June 30, 2020, and upon review of the Forest Preserve Commission President, District Director and District Auditor the following two years. The last fiscal year requiring audit services under this Request for Proposals will end June 30, 2022. These audits are to be performed in accordance with the provisions contained in the request for proposals.

B. Scope of Work to be Performed

The District desires the auditor to express an opinion on the fair presentation of its basic financial statements of all District operations in conformity with generally accepted accounting principles.

District general-purpose financial statements are to be prepared in conformity with generally accepted accounting principles. The District will draft the financial statements for all funds.

The basic financial statements included in the District's comprehensive annual financial report will be those required by generally accepted accounting principles. It is intended that the supplementary information and statistical sections of the District's comprehensive annual financial report will contain the following statements, schedules and other information.

INTRODUCTORY SECTION

- Letter of Transmittal-prepared by the District Auditor's Office
- Prior Year Certificate of Achievement for Excellence in Financial Reporting
- Organizational Charts
- Principal District Officials Lists

FINANCIAL SECTION

Independent Auditor's Report

Management Discussion and Analysis-prepared by the District Auditor's Office

BASIC FINANCIAL STATEMENTS

Government-Wide Financial Statements:

- **Statement of Net Position**
- **Statement of Activities**

Fund Financial Statements:

- **Balance Sheet – Governmental Funds**
- **Reconciliation of Governmental Funds Balance Sheets to the Statement of Net Position**
- **Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds**
- **Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities**

Notes to Financial Statements

REQUIRED SUPPLEMENTARY INFORMATION

Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget & Actual

- **General Fund**
- **Niabi Zoo Fund**
- **Liability Insurance Fund**
- **Notes to Required Supplementary Information-Budget Comparisons**
- **Required Supplementary Information on Pension and Other Postemployment Benefit Plans Contributions-Illinois Municipal Retirement Fund (IMRF)**
- **Required Supplementary Information on Pension and Other Postemployment Benefit Plans Employer Contributions (OPEB)**
- **Schedule of Changes in the Net Pension Liability and Related Ratios**
- **Schedule of Changes in Total OPEB Liability and Related Ratios**

OTHER SUPPLEMENTARY INFORMATION

Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget & Actual

- **Capital Projects-Loud Thunder Spillway and Camping Fund**

Non-major Governmental Funds

- **Combining Balance Sheet-Non-major Governmental Funds**
- **Combining Statement of Revenues, Expenditures and Changes in Fund Balance-Non-major Governmental Funds**

Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget & Actual

- **Illinois Municipal Retirement Fund (IMRF)**
- **FISSA Fund**
- **Development of Forests and Construction Improvements Fund**

STATISTICAL SECTION (UNAUDITED)

Note: The Statistical Section will be prepared by the District Auditor's Office.

It is expected that the auditor will express an unmodified ("clean") opinion on the District's comprehensive annual financial report each of the three fiscal years then ended within this request for proposal. If the audit firm discovers conditions in the course of the examination

that will cause it to express some other type of opinion the firm will immediately notify April L. Palmer, District Auditor, of the type of opinion that the firm believes will be necessary and the reason therefore.

C. Auditing Standards to be Followed

To meet the requirements of this request for proposals, the audit shall be performed in accordance with auditing standards generally accepted in the United States of America.

D. Reports to be Issued

Following the completion of the audit of the fiscal year's financial statements, the auditor shall issue a report on the fair presentation of the financial statements in conformity with generally accepted accounting principles.

The auditor shall communicate any reportable conditions found during the audit immediately to the District Auditor, April L. Palmer. A reportable condition shall be defined as a significant deficiency in the design or operations of the internal control structure, which could adversely affect the organization's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements.

Reportable conditions that are also material weaknesses shall be identified as such in the report. Non-reportable conditions discovered by the auditors shall be reported in a separate letter to management.

Irregularities and illegal acts Auditors shall be required to make an immediate, written report of all irregularities and illegal acts or indications of illegal acts of which they become aware to the following parties:

April L. Palmer, District Auditor
Dora Villarreal, State's Attorney

Reporting to Forest Preserve Executive Committee Auditors shall be required to inform the Forest Preserve Executive Committee each of the following:

1. The auditor's responsibility under generally accepted auditing standards.
2. Significant accounting policies.
3. Management judgments and accounting estimates.
4. Significant audit adjustments.
5. Other information in documents containing audited financial statements.
6. Disagreements with management.
7. Management consultation with other accountants.
8. Major issues discussed with management prior to retention.
9. Difficulties encountered in performing the audit.

E. Working Paper Retention and Access to Working Papers

All working papers and reports must be retained, at the firm's expense, for a minimum of three (3) years, unless the firm is notified in writing by the District of the need to extend the retention period. The firm will be required to make working papers available, upon request, to the Commission, the District Auditor and:

- Auditors of entities of which the District is a component unit

In addition, the firm shall respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

III. DESCRIPTION OF THE GOVERNMENT

A. NAME AND TELEPHONE NUMBER OF CONTACT PERSONS

The auditor's principal contact with the District will be the District Auditor, April L. Palmer.

A list of key personnel with their telephone numbers (Appendix A), are attached.

B. BACKGROUND INFORMATION

The District serves an area of 452 square miles with a population of 143,477.

The District's fiscal year begins on July 1 and ends on June 30.

The accounting and financial reporting functions of the District are primarily centralized.

More detailed information on the government and its finances can be found in the District's Budget and the Comprehensive Annual Financial Report, available online at www.rockislandcounty.com/auditor or www.ricfpd.org or from the District Auditor, April L. Palmer.

C. FUND STRUCTURE

The District uses the following fund types and account groups in its financial reporting:

Fund Type

General Fund

Special Revenue Funds

Debt Service Funds

Capital Projects Funds

Trust Funds

D. BUDGETARY BASIS OF ACCOUNTING

The District prepares its budgets on a basis consistent with generally accepted accounting principles.

E. PENSION PLANS

The District participates in the Illinois Municipal Retirement Fund, a defined-benefit, multiple employer plan.

F. COMPONENT UNIT

The Forest Preserve District of Rock Island County is included as a component unit of Rock Island County.

G. MAGNITUDE OF FINANCE OPERATIONS

The financial operations of the District are carried out by the elected County/District Auditor, April L. Palmer, and elected County/District Treasurer, Louisa Ewert. The principal functions performed by each are as follows:

Treasurer:

Revenue Accounting
Investments
Tax Collections
Tax Distributions

Auditor:

Accounts Payable
Internal Auditing
Payroll
Fixed Assets
Encumbrances
Grants
Budgets

H. COMPUTER SYSTEM

Financial Management / HR Payroll System

New World Systems Logos.Net
*Microsoft Windows Server 2016 Standard
*Microsoft SQL Server 2016
On General County Server, 90 FM users, 65 HR users
On Forest Preserve Server, 15 FM users, 10 HR users

Real Estate Tax Assessments / Collections

IBM AS/400
OS/400 V7R1
In-house software applications
COBOL/400

Email

MS Exchange Server 2013

Approximately 46+ Window PCs, 3+ servers

Windows 7 Pro, Windows 10 Pro

Microsoft Office 2013, 2016, 2019

Microsoft Windows Server 2008, 2012 (migrating all servers to Windows Server 2012 and above in 2020)

I. INTERNAL AUDIT FUNCTION

The internal audit function is performed by the District Auditor's Office.

J. AVAILABILITY OF PRIOR AUDIT REPORTS AND WORKING PAPERS

Interested proposers who wish to review prior years' audit reports and management letters should contact District Auditor April L Palmer at 309-558-3514 or by e-mail at apalmer@co.rock-island.il.us. Some information can also be found on the website as stated earlier in this request. The District will use its best efforts to make prior audit reports and supporting working papers available to proposers to aid their response to this request for proposals.

IV. TIME REQUIREMENTS

A. Proposal Calendar

The following is a list of key dates up to and including the date proposal's submission is due:

Request for proposal issued January 30, 2020

On-site inspection as arranged

Due date for proposals February 28, 2020

Opening of Proposals March 2, 2020

B. Notification

Selected firm notified March 18, 2020

C. Date Audit May Commence

The District and District Auditor will have records ready for audit and all management personnel available as of September 15, 2020, 2021, 2022.

D. Draft Reports

The auditor shall have drafts of the audit reports and recommendations to management available for review by the Forest Preserve Executive Committee, and the District Auditor by October 25, 2020, 2021 and 2022.

E. Final Report

The auditor shall provide all recommendations, revisions and suggestions for improvement to the District Auditor by December 7, 2020, 2021 and 2022.

The final report and 35 signed copies should be delivered to the District Auditor by December 9, 2020, 2021 and 2022.

The auditor will make an oral presentation of the District's comprehensive annual financial report and management report to the Forest Preserve Commission immediately following the Rock Island County Board meeting at 5:30 P.M. on the third Tuesday of December 2020, 2021 and 2022.

Deliverables and Copies

Commission's annual financial report, including Auditors' opinion on the financial statements-32 copies is required.

Auditor's Management report on internal accounting control and on opportunities to improve operational effectiveness and efficiency that were noted during the audit-32 copies

Auditor's Adjusting Journal Entries (entries must include Budgeting, Accounting, New World System General Ledger account numbers and project numbers (where applicable))-1 copy.

V. ASSISTANCE TO BE PROVIDED TO THE AUDIT FIRM AND REPORT PREPARATION

A. District Auditor, District Treasurer and Office Support Assistance

Finance officials and responsible management personnel will be available during the audit to assist the firm by providing information, documentation and explanations. The preparation of confirmations will be the responsibility of the District Auditor. In addition, reasonable office space will be made available to the firm for the preparation of routine letters and memoranda through the District Auditor's Office.

B. Internal Auditor Assistance

The District Auditor will be available to assist the audit firm.

C. Electronic Data Processing (EDP) Assistance

Staff from the Rock Island County Information Systems Department will be available to assist the audit firm in performing the engagement, and will also be available to provide systems documentation and explanations. The audit firm will be provided a reasonable amount of computer time and access to the District's computer hardware and software.

D. Work area, telephones, photocopying and FAX machines

The District Auditor will provide the audit firm personnel with reasonable workspace, desks and chairs. They will also be provided with access to a telephone line if needed and sufficient photocopying and FAX machines to timely complete the engagement.

E. Report Preparation

Report preparation, editing, and printing shall be the responsibility of the audit firm.

VI. PROPOSAL REQUIREMENTS

A. General Requirements

1. Inquiries

Inquiries concerning the request for proposals and the subject of the request for proposals must be made to:

April L. Palmer, RI County Forest Preserve District Auditor
Rock Island County Office Building
1504 3rd Avenue
Rock Island, IL 61201
309-558-3514
FAX 309-558-3516
apalmer@co.rock-island.il.us

2. Submission of Proposals

The following material is required to be received by 4:30 p.m. February 28, 2020 for a proposing firm to be considered.

2 hard copies of a Technical Proposal including the following:

i. Title Page

Title Page showing the request for proposals subject; the firm's name; the name, address, telephone number, and e-mail address of the contact person; and the date of the proposal.

ii. **Table of Contents**

iii. **Transmittal Letter**

A signed letter of transmittal briefly stating the proposer's understanding of the work to be done, the commitment to perform the work within the time period, a statement why the firm believes to be the best qualified to perform the engagement and a statement that the proposal is a firm and irrevocable offer for at least ninety (90) days.

iv. **Detailed Proposal**

The detailed proposal should follow the order set forth in this request for proposal.

v. **Executed copies of Proposer Guaranty and Proposer Warranties, attached to this request for proposal (Appendix B and C)**

Proposers should send a completed proposal to the following address:

Rock Island County District Auditor, April L Palmer
Rock Island County Office Building
1504 3rd Avenue
Rock Island, IL 61201

B. Technical Proposal

1. General Requirements

The purpose of the Technical Proposal is to demonstrate the qualifications, competence and capacity of the firms seeking to undertake an independent audit of the District in conformity with the requirements of this request for proposals. As such, the substance of proposals will carry more weight than their form or manner of presentation. The Technical Proposal should demonstrate the qualifications of the firm and of the particular staff to be assigned to this engagement. It should also specify an audit approach that will meet the request for proposal requirements.

The Technical Proposal should address all the points outlined in the request for proposals. The Proposal should be prepared simply and economically, providing a straightforward, concise description of the proposer's capabilities to satisfy the requirements of the request for proposals. While additional data may be presented, items 2-10 below must be included. They represent the criteria against which the proposal will be evaluated.

2. Independence

The firm should provide an affirmative statement that it is independent of the District as defined by the U.S. General Accounting Offices Government Auditing Standards issued by the Comptroller General of the United States.

The firm also should provide an affirmative statement that it is independent of all of the component units of the District as defined by those same standards.

3. License to Practice in Illinois.

4. Firm Qualifications and Experience

The proposer shall state the size of the firm, the size of the firm's governmental audit staff, the location of the office from which the work on this engagement is to be performed and the number and nature of the professional staff to be employed in this engagement on a full-time basis and the number and nature of the staff to be employed on a part-time basis.

The proposer shall also submit a copy of the report on its most recent external quality control review, with a statement whether that quality control review included a review of specific government engagements.

The proposer shall also provide information on the results of any federal or state desk reviews or field reviews of its audits during the past three years. In addition, the firm shall provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three years with state regulatory bodies or professional organizations.

5. Partner, Supervisory and Staff Qualifications and Experience

Identify the principal supervisory and management staff, including engagement partners, managers, other supervisors and specialists, who would be assigned to the engagement. Indicate whether each person is registered or licensed to practice as a certified public accountant in Illinois. Provide information on the government auditing experience of each person, including information on relevant continuing professional education for the past three years and membership in professional organizations relevant to the performance of this audit.

Provide as much information as possible regarding the number, qualifications, experience and training, including relevant continuing professional education, of the specific staff to be assigned to this engagement. Indicate how the quality of staff over the term of the agreement will be assured.

Engagement partners, manager, other supervisory staff and specialists may be changed if those personnel leave the firm, are promoted or are assigned to another office as long as the independence requirement in #2 above remains intact. The Commission retains the right to approve or reject replacements.

Other audit personnel may be changed at the discretion of the proposer provided that replacements have substantially the same or better qualifications or experience.

6. Prior Engagements with the District

List separately all engagements within the last five years, ranked on the basis of total staff hours, for the District by type of engagement (i.e., audit, management advisory services, other). Indicate the scope of work, date, engagement partners, total hours, the location of the firm's office from which the engagement was performed and the name and telephone number of the principal client contact.

7. Similar Engagements With Other Government Entities

For the firm's office that will be assigned responsibility for the audit, list the most significant engagements (maximum – 5) performed in the last five years that are similar to the engagement described in this request for proposal. These engagements should be ranked on the basis of total staff hours. Indicate the scope of work, date, engagement partners, total hours, and the name and telephone number of the principal client contact.

8. Specific Audit Approach

The proposal should set forth a work plan, including an explanation of the audit methodology to be followed to perform the services required in Section II of this request for proposal. In developing the work plan, reference should be made to such sources of information as the District's budget and related materials, manuals and programs, and financial and other management information systems.

Proposers will be required to provide the following information on their audit approach:

- Proposed segmentation of the engagement.
- Level of staff and number of hours to be assigned to each proposed segment of the engagement.
- Sample size and extent to which statistical sampling is to be used in the engagement.
- Extent of use of EDP software in the engagement.
- Type and extent of analytical procedures to be used in the engagement.
- Approach to be taken to gain and document an understanding of the District's internal control structure.
- Approach to be taken in determining laws and regulations that will be subject to audit test work.
- Approach to be taken in drawing audit samples for purposes of tests of compliance.

9. Identification of Anticipated Potential Audit Problems

The proposal should identify and describe any anticipated potential audit problems, the firm's approach to resolving these problems and any special assistance that will be requested from the District.

10. Report Format

The proposal should include sample formats for required reports.

C. Proposal

1. Total All-Inclusive Maximum Price

The proposal should contain all pricing information relative to performing the audit engagement as described in this request for proposal. The total all-inclusive maximum price to be proposed is to contain all direct and indirect costs including all out-of-pocket expenses.

The first page of the proposal (Appendix D) should include the following information:

- a. Name of the Firm
- b. Certification that the person signing the proposal is entitled to represent the firm, empowered to submit the proposal, and authorized to sign a contract with the Commission.
- c. A Total All-Inclusive Maximum Price for the 2020 engagement.

The second and third pages of the proposal should include the same, only for 2021 and 2022 (Appendix E & F). A schedule of professional fees and expenses, presented in the format provided in the attachment (Appendix G) that supports the total all-inclusive maximum price. The cost of special services described in Section II E of this request for proposal should be disclosed as separate components of the total all-inclusive maximum price.

2. Rates for Additional Professional Services

If it should become necessary for the District to request the auditor to render any additional services to either supplement the services requested in this RFP or to perform additional work as a result of the specific recommendations included in any report issued on this engagement, then such additional work shall be performed only if set forth in an addendum to the contract between the District and the firm. Any such additional work agreed to between the District and the firm shall be performed at the same rates set forth in the schedule of fees and expenses included in the proposal.

3. Manner of Payment

Progress payments will be made on the basis of hours of work completed during the course of the engagement and out-of-pocket expenses incurred in accordance with the firm's dollar cost proposal. Interim billing shall cover a period of not less than a calendar month. Ten percent (10%) will be withheld pending delivery of the firm's final reports.

VII. EVALUATION PROCEDURES

A. Selection Committee

Proposals submitted will be evaluated by the Forest Preserve Executive Committee, Forest Preserve Director and District Auditor.

B. Review of Proposals

The selectors will first rate each technical proposal by each of the criteria described in Section VII C below. Firms with an unacceptably low technical rating will be eliminated from further consideration.

C. Evaluation Criteria

Only firms meeting the mandatory criteria will have their proposals evaluated and rated for both technical qualifications and price. Those mandatory criteria are stated in prior Section VI B. Technical proposal points 1-10.

THEREFORE, COST WILL NOT BE THE SOLE FACTOR IN THE SELECTION OF AN AUDIT FIRM.

D. Oral Presentations

During the evaluation process, the selection may depend on a request of one or more firms to make oral presentations. Such presentations will provide firms with an opportunity to answer any questions the Reviewers may have on a firm's proposal. Not all firms may be asked to make such oral presentations.

E. Final Selection

The Forest Preserve Commission will select a firm based upon the recommendation of the Review Committee.

It is anticipated that a firm will be recommended by the Forest Preserve Executive Committee at its meeting on Tuesday, March 10, 2020 at 8:00 a.m. The Committee will then forward its recommendation to the Forest Preserve Commission for approval at its meeting on Tuesday, March 17, 2020 at 5:30 p.m. Following notification of the firm selected, it is expected a contract will be executed between both parties as soon as practicably possible.

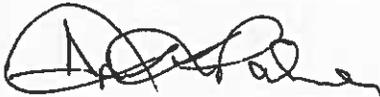
F. Right to Reject Proposals

Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposal unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the firm selected.

The District reserves the right without prejudice to reject any or all proposals.

We look forward to having you visit our office and to receiving your proposal.

Sincerely,

A handwritten signature in black ink, appearing to read 'April L. Palmer', written over a horizontal line.

April L. Palmer
District Auditor
Rock Island County Forest Preserve
1504 3rd Avenue
Rock Island IL 61201
309-558-3514
apalmer@co.rock-island.il.us

APPENDICE A

FOREST PRESERVE DISTRICT TELEPHONE DIRECTORY

Forest Preserve

Jeff Craver 795-1295
Cassie Sullivan 795-1040

State's Attorney

Dora Villarreal 3200
Becky Bernard 3234
Melissa Hutton 3205
Patty Castro 3232
Kathy Swett 3219

Information Systems

Kurt Davis 3680
Steve Holland 3685
Emily Bush 3684
Staci Early 3691
Vicki Gomez 3688

Treasurer

Louisa Ewert 3500
Sue Alberts 3501
Marcy Chapman 3503
Cheryl Jenkins 3502
Collette Maranda 3508

Human Resources/Payroll

Erin Hughes 3608
Jyla Vipond 3609

Auditors Office

April Palmer 3514
Amanda Van Daele 3519
Stephanie Antolik 3517
Chris Begyn 3512

APPENDICE B

PROPOSER GUARANTY

The proposer certifies it can and will provide and make available, at a minimum, all services set forth in Section II, Nature of Services Required.

Signature of Official _____

Name (typed) _____

Title _____

Firm _____

Date _____

APPENDIX C

PROPOSER WARRANTIES

- A. Proposer warrants that it is willing and able to comply with State of Illinois laws with respect to foreign (non-state of Illinois) corporations.
- B. Proposer warrants that it is willing and able to obtain an errors and omissions insurance policy providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees or agents thereof.
- C. Proposer warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the District
- D. Proposer warrants that all information provided by it in connection with this proposal is true and accurate.

Signature of Official _____

Name (typed) _____

Title _____

Firm _____

Date _____

APPENDIX D

ALL-INCLUSIVE MAXIMUM PRICE FOR THE AUDIT OF THE 2020 FINANCIAL STATEMENTS

Professional Services _____

Other Costs _____

Total All-Inclusive Maximum Price _____

I hereby certify that I am entitled to represent the firm, empowered to submit the foregoing proposal, and authorized to sign a contract with the District.

Signature of Official _____

Name (typed) _____

Title _____

Firm _____

Date _____

APPENDIX E

ALL-INCLUSIVE MAXIMUM PRICE FOR THE AUDIT OF THE 2021 FINANCIAL STATEMENTS

Professional Services _____

Other Costs _____

Total All-Inclusive Maximum Price _____

I hereby certify that I am entitled to represent the firm, empowered to submit the foregoing proposal, and authorized to sign a contract with the District.

Signature of Official _____

Name (typed) _____

Title _____

Firm _____

Date _____

APPENDIX F

ALL-INCLUSIVE MAXIMUM PRICE FOR THE AUDIT OF THE 2022 FINANCIAL STATEMENTS

Professional Services _____

Other Costs _____

Total All-Inclusive Maximum Price _____

I hereby certify that I am entitled to represent the firm, empowered to submit the foregoing proposal, and authorized to sign a contract with the District.

Signature of Official _____

Name (typed) _____

Title _____

Firm _____

Date _____

APPENDIX G

Fees to perform the audit of the Rock Island County Forest Preserve District are as follows:

June 30, 2020 _____
June 30, 2021 _____
June 30, 2022 _____

Expected Rates and Hours needed to conduct the audit of the Forest Preserve District are as follows:

	Hours	Rate
Partners	_____	_____
Managers	_____	_____
Senior Associates	_____	_____
Associates	_____	_____

Proposed fees to generate the Government-Wide Statements are as follows:

June 30, 2020 _____
June 30, 2021 _____
June 30, 2022 _____

