



AGENDA

Clinton City Council Regular Meeting
City Hall • 105 E. Ohio Street, Clinton, MO 64735
Tuesday, July 2, 2024 • 6:00 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes:**
 - a. Approval or correction of the minutes of the City Council Meeting of June 18, 2024.
5. **Personal Appearances:**
6. **Reports:**
 - a. David Lee – Clinton Area Chamber of Commerce Report
 - b. Mark Dawson – Economic Development Report
7. **Second Reading of Previously Read Bills:** None.
8. **Committee Reports:**
 - a. **Public Works Committee Report:**
 1. **Street Department:**
 - a. Emancipation Celebration Street Closing: Referred to Council.
 - b. SS4A-Request for Qualifications: RFQ to be posted this week.
 2. **Waste Water:**
 - a. Deer Creek: Received a quote from MEI for elevator repair, \$640/hour labor, only, for a 2-person team. Looking at other options. Alliance Pump repaired Pump #1.
 - b. Upper Level 5: Recent rain events caused issues at pump. Problems with headworks contributed to issues.
 - c. East Digester Mixer: May need to replace. Waiting on Independent Electric to diagnose problem.
 - d. UV Bypass Valve: Still diagnosing problem.
 - e. WWTP Improvement Project: Staying in contact with HDR to get construction contract finalized.
 - f. Headworks Project: Received draft of scope of work from Garver for review.
 - g. Regionalization Incentive Grant for Stoneridge connection:
 - Request for Qualifications: RFQ has been posted. SOQ's due July 26th.
 - User Agreement: City Attorney is reviewing draft of agreement.



3. **Park & Rec:**
 - a. Outdoor Pool: Pool opened June 22nd. Aerobics classes will transition to outdoor pool. Heads on lights to be installed when brackets arrive.
 - b. Benson Center: Septagon has repaired roof leak. Will repair sheetrock now.
- b. **Public Safety Committee Report:** None.
- c. **Finance Committee Report:**
 1. Audit Services RFP Responses
9. **Mayor's Report**
 - a. Mayor's recommendation for the re-appointment of Bill Thole to the Clinton Tourism Board with a term expiring June 2028.
10. **City Administrator's Report**
11. **Unfinished Business:**
 - a. Revised resolution for the Clean Water Regionalization Grant through MoDNR.

Resolution No. 14-2024 - Resolution authorizing the filing of an application with the Missouri Department of Natural Resources, Financial Assistance Center's Funding Programs for Loans and/or Grants under the Missouri Clean Water Law (Chapter 644, RSMO).
 - b. Alliance Pump invoice for Artesian Pool repairs: \$10,540.92
12. **New Business:** None.
13. **Adjournment**

Individuals desiring to speak at the meeting are asked to fill out a speaker card and submit it to the Clerk prior to the call to order. Speakers are respectfully asked to limit their comments to three (3) minutes or less. Speakers will be called on to speak during the appropriate portion of the meeting. Please address your comments to the Mayor/Chairman. If you require accommodation (i.e. qualified interpreter, large print, and/or hearing assistance) please notify this office at (660-885-6121) no later than forty-eight hours prior to the scheduled commencement of the meeting.



OPEN CITY COUNCIL MEETING MINUTES

City Hall – 105 E. Ohio Street, Clinton, MO 64735

Tuesday, June 18, 2024 • 6:00 p.m.

The City Council of the City of Clinton, Missouri met Tuesday, June 18, 2024. Mayor Carla Moberly presided.

1. **Call to Order**

2. **Roll Call:**

Council Persons:

Present: Gene Henry, , Gary Mount, Shelley Nelson, Greg Shannon and Stacia Wilson

Absent: Roger House, Cameron Jackson and Austin Jones

Others Present: City Administrator Christy Maggi, City Clerk Wendee Seaton, City Attorney Doug Harris

3. **Pledge of Allegiance:** Was recited.

4. **Approval of Minutes:** Council Person Henry made a motion to approve the minutes of the Open City Council Meeting of June 4, 2024. Council Person Mount duly seconded the motion. 5 Ayes; 0 Nays; 3 Absent. Mayor Carla Moberly declared the motion passed.

5. **Personal Appearances:** None.

6. **Reports:** None.

7. **Second Reading of Previously Read Bills:** None.

8. **Committee Reports:**

a. **Public Works Committee Report:** *Council Person Nelson gave the following committee report:*

1. Street Department:

a. Sweeper: 2006 Elgin in need of major repairs. TJ is getting quotes for purchase and lease-purchase options. Update: Staff is requesting approval to pursue financing with Civista Leasing & Finance for 60 months for a 2024 Elgin Broom Badger. Cost: \$278,494.13. Council: A lease will be brought to the council for approval. Council Person Mount made a motion to approve pursuing financing with Civista Leasing & Finance for 60 months for a 2024 Elgin Broom Badger. Council Person Nelson duly seconded the motion. 5 Ayes; 0 Nays; 3 Absent. Mayor Carla Moberly declared the motion passed.

b. Transfer Station Truck: Electronic control module (ECM) in 2002 Freightliner truck is not functioning properly. truck being repaired. Excessive hours on truck, even though mileage is not high. For information only.

c. Boom Mower: 2000 mower has obsolete parts. TJ is getting quotes for a different type of mower that will attach to / detach from tractor more easily. For information only.

2. Community Development: For information only.

a. Monthly Building Report

b. Area Transportation Services:

Council Minutes

June 18, 2024

- Driver Training: CDL passenger endorsement required. Approx. cost of \$2,000.00.
 - Staffing Issues: 4 (of 5) employees are retiring within the next 6 months. That will leave 1 full-time employee. At least three employees are needed to run ATS. City has experienced difficulty in the past with filling positions. Will identify options for providing service. Council: Staff will make contact with OATS to discuss options. This will be part of the budget discussions.
3. Waste Water: For information only.
- a. Rotors 3 and 6: Rotor 3 now connected. Rotor 6 is down. Will not replace motor on rotor 6, unless absolutely necessary since this is included in WWTP Improvement Project.
 - b. East Digester: Now functioning properly.
 - c. Alliance Pump Jobs: Deer Creek Pump Station issues being addressed: Pump #1, elevator & controller. Upper-level pump #5 not functioning. Council: Water level has become an issue with recent rain.
 - d. Triton Aerator System: Will proceed with using floating aerators for the WWTP Imp. Project.
 - e. Headworks: Garver is preparing a task order for replacement of headworks. Grit screen not functioning properly. Will not repair unless absolutely necessary since planning to replace headworks.
4. Park & Rec: For information only.
- a. Outdoor Pool:
 - Repairs: Pipe repairs to begin 6/12. Target opening date is 6/19. Quote for repairs for items related to sump pump failure is \$ 29,347.00. Council: Discussion with insurance carrier, regarding the sump pump failure, is on-going. Pool repair is now complete and the pool is being filled. Hoping to open by this Saturday.
 - Parking Lot: Striping almost completed, some painted arrows and signs still need to be installed. Lights going back up late this week. Council: Completed.
 - b. Antioch Park Urban Conservation Area: Finalizing request for reimbursement from MDC. Will begin Phase II.
 - c. Hurt Park: A very large tree uprooted on 6/7. No damage to the structures or playground equipment. A tree removal service will be needed to remove the tree.
 - d. Benson Center: Septagon is repairing roof and conducting a building audit.
- b. **Public Safety Committee Report:** None.
- c. **Finance Committee Report:** None.
9. **Mayor's Report:**
- a. The fallen tree cleanup at Hurt Park was wonderful. Very lucky it didn't fall on buildings or equipment and do damage.
 - b. Great news that the pool will hopefully be open on Saturday.
 - c. The Grand Opening of the new autism center is this week.

Council Minutes
June 18, 2024

10. **City Administrator's Report:**

- a. The stone is up on the new airport terminal building.
- b. The curbs are being poured on Commerce Drive. This project is nearing completion.

11. **Unfinished Business:**

- a. An update was given by the City Attorney on the dangerous building on Oak Street. A half interest in the property has been discovered. An ad will have to be published before bring it before the Building Commission. For information only.

12. **New Business:** None.

13. **Adjournment:** With no further business, Council Person Henry made a motion to adjourn. Council Person Nelson duly seconded the motion. A roll call vote was taken and the following was recorded: 5 Ayes: Gene Henry, Gary Mount, Shelley Nelson, Greg Shannon and Stacia Wilson; 0 Nays; 3 Absent: Roger House, Cameron Jackson and Austin Jones. At 6:24 pm, Mayor Carla Moberly declared the motion passed and adjourned the meeting.

City Clerk Wendee Seaton

Mayor Carla Moberly

THESE ARE THE REPORTS I USE FOR OUR BOARD MEETINGS EACH MONTH, ALTHOUGH THOSE REPORTS HAVE BEEN SHORTENED QUITE A BIT FROM WHAT I SEND TO THE PUBLIC EACH FRIDAY (FACEBOOK, WEBPAGE AND MEDIA). **TOURISM-RELATED IS IN RED.** I REPORT TO CITY COUNCIL DURING YOUR FIRST MEETING IN JAN., MARCH, MAY, JULY, SEPT. AND NOV.

5/10/24

Congratulations to Skaggs Nursery and Landscaping on their 30th Anniversary! 1003 E Ohio St, Clinton, MO 660-885-7080. The Chamber and our Ambassadors stopped by on Monday to help them celebrate!

Door of Hope is celebrating their 15 year anniversary. Congratulations from the Chamber of Commerce! We stopped by with treats and a certificate on Wed. of this week.

What a Grand Opening!! Sherman Plumbing and Heating welcomed A LOT of people into their brand new building Wed., and the Chamber of Commerce and some of our Ambassadors were there for the ribbon cutting. 1733 N Gerhardt Dr.

Congratulations to TC-Transcontinental on their 10-year Anniversary! The Chamber and some of our Ambassadors stopped by Thursday with a cake and certificate.

31st ANNUAL AG-APPRECIATION SCHOLARSHIP GOLF TOURNAMENT SPONSOR: CLINTON AREA CHAMBER OF COMMERCE Meadow Lake Golf Club SATURDAY, July 20, 2024 Format: 4 person Scramble.

5/16/24

Happy Anniversary to Advantage Home Care! The Chamber was there on Friday afternoon (5/10) to help them celebrate. 702 East Ohio Street Unit #1 Clinton, MO 64735 Phone: (660) 924-0099

WELCOME NEW CHAMBER OF COMMERCE MEMBER: National TV Sales & Rental
660-885-8123 1323 E. Ohio St, Clinton, MO
www.nationaltvrental.com <https://www.facebook.com/ntvClinton>

Kaysinger Basin Regional Planning Commission · The May Kaysinger Newsletter is out now. Check it out!
<https://mailchi.mp/4f603d1b6b3b/may-kaysinger-newsletter>

5/24/24

Happy Memorial Day Weekend; Honor Veterans, stay safe and have fun!

The fine folks at Mills & Sons Insurance are celebrating 155 years of doing business. The Chamber's Ambassador Committee supplied the cake while Mills and Sons supplied the lunch. 110 W. Jefferson St., Clinton, MO 660-885-3368 millsinsurance.com <https://www.facebook.com/millsandsons>

Be sure to like <https://www.facebook.com/oldeglorydays> and you'll know exactly what's going on when we get to the first of July this year.

5/31/24

Ready to roll!! The Clinton Chamber of Commerce and some of our Ambassadors gathered at Cycles & Cream to help these folks celebrate their Grand Opening.

Jobs Mo Gov-Are you interested in expanding your knowledge and skills? To learn more about online learning and training courses that are available at no cost, visit <https://bit.ly/3U3YgGI>

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Greater Clinton Area Chamber of Commerce-Be sure to check out our community calendar at <https://clintonmo.com/clinton-chamber-of-commerce/calendar/>

6/7/24

WELCOME NEW CHAMBER MEMBER!: Ag Pro Insurance Agency, Inc. Ag Pro is a full service crop insurance agency.

The Game Box and the Clinton Chamber held a ribbon-cutting at the new location for The Game Box today.

6/14/24

Welcome New Chamber Member: Gathering House
Gathering House is a home decor store and small event space.

The Chamber of Commerce and some of our Ambassadors welcomed a new business to town...that's inside an already established business! A Natural Glo Pottery Practice is up and running.

On the eve of Flag Day, which is today (6/14), Elks Lodge #1034 replaced the American Flag in front of the Chamber of Commerce. Thanks!!

Big thanks to the fine folks at the Clinton Rotary Club for letting me speak on Thursday about this year's Olde Glory Days celebration. Next week, I'll present at the Sunrise Optimist Club.

6/21/24

Big thanks to the fine folks at the Sunrise Optimist Club for letting me speak on Thursday morning about this year's Olde Glory Days celebration. Last week, I presented at Rotary.

Where do I find information about this year's Olde Glory Days celebration?

<https://www.facebook.com/oldeglorydays/>
www.clintonmo.com

6/28/24

OLDE GLORY DAYS SCHEDULE

Economic Development Report
Clinton City Council Meeting 7/2/2024

Report for Period 5/30/2024 to 6/27/2024

PROJECT ACTIVITY:

3 new projects for period:

- Project Dodger (6/12/2024): Very large scale project that has shown interest in a particular Clinton site for their client. Up to 75 to 100 high paying jobs and very large CAPEX.
- Project Prop (6/25/2024): Small business needing space near the Clinton Regional Airport.
- Project Frost (6/25/2024): Consultant representing large manufacturing firm looking for sites for an up to 225,000SF new facility. Project could create over 150 jobs and invest well over \$125,000,000.

PROJECT LEADS WE COULD NOT SUBMIT ON THIS PERIOD:

- None this month

POTENTIAL UPCOMING DEALS (75%+ Odds)

- None at this time

ADMINISTRATIVE UPDATES:

- Engaged Next Move Group for Clinton Housing Study on Wednesday 5/30/2024.
- On 5/30/2024, researched SB 580 and financial impact it could have on City of Clinton. SB 580 exempts all materials purchased by utility companies from local and state sales taxes. Evergy purchases all items for the lines, etc. from regional or nation vendors and are purchased in Kansas City then distributed to the local office. So the only items that they purchase are office suppliers, some cleaning supplies, and miscellaneous small shop items. Local Evergy management felt this was a very small annual amount so no real impact on City of Clinton.
- Phone call/email on Monday 6/3/2024 with Christa Atchison from Evergy on Evergy customer size ramp up max requirements for next 7 years.
- Zoom call on Monday 6/3/2024 with Next Move Group on fee structure for executive "head hunter" services. This data was for the Economic Development Director position search committee
- Attended ED Director Search Committee meeting on Monday 6/3/2024 in Clinton.
- Phone calls and emails on Tuesday 6/4/2024 on Project Build. This is for Downtown Clinton.
- Attended Zoom call on Tuesday 6/4/2024 with Missouri Certified Sites Review Committee.
- Participated in phone call on Wednesday 6/5/2024 with Osage Valley Electric on 58 acre site that they serve near Clinton Regional Airport.
- Participated in phone call with Airport Director on Wednesday 6/5/2024 regarding any FAA flight limitations for new development. Proposed site has been submitted to FAA for review.
- Opened new project on Wednesday 6/12/2024 Project Dodger. Large scale project.
- Several phone calls to Osage Valley Coop on Wednesday 6/12/2024 on service capacity for electric at site
- Emails and phone call on Thursday 6/13/2024 on land owner strategy for site for Project Dodger.
- Phone call with Christa Atchison from Evergy on Thursday 6/13/2024 on Evergy interest in Project Dodger.
- Phone call with business contact on Friday 6/14/2024 regarding property for Project Dodger.
- Phone call and emails with Site consultant on Friday 6/14/2024 regarding Project Dodger.
- Several emails and phone calls on Monday 6/17/2024 on capacity issues and confirmations with local utilities for site for Project Dodger.
- Worked on ED Report for Chamber Board Meeting on Monday 6/17/2024

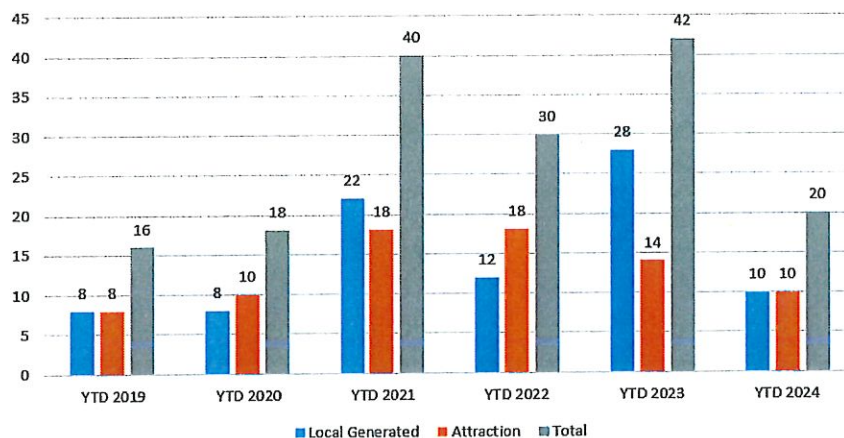
- Meeting on Tuesday 6/18/2024 with realtor to discuss development opportunities.
- Phone call on Wednesday 6/19/2024 with Project Husker Team for update.
- Phone call on Thursday 6/20/2024 on site issues for Project Dodger.
- Phone calls with representatives from Ranger Power on Thursday 6/20/2024.
- Phone calls on Friday 6/21/2024 with Osage valley Electric on capacity issues for Project Dodger.
- Emails on Saturday 6/22/2024 regarding Project Dodger and what Missouri Partnership may do to be of assistance.
- Attended Annual Missouri Economic Development Conference in Branson on Monday 6/24-Wednesday 6/26/2024.
- Phone call on Monday 6/24/2024 with consultant for Project Dodger.
- Email from Clinton Airport on 6/25/2024 regarding potential interest of a small business for Clinton Regional Airport.
- Opened Project Frost on Tuesday 6/25/2024. This is a large scale manufacturing company looking for an approximate 20 acre site. This project will be presented Gerhart Industrial Park.
- Phone call on Tuesday 6/25/2024 regarding potential sail of land that could be a small rail-served site
- Several emails on Wednesday 6/26/2024 from various utilities regarding Project Dodger.
- Phone conversation with Christy Maggi on Wednesday 6/26/2024 on several project related topics.
- Worked on City Council Monthly report on Thursday morning 6/27/2024.
- Worked on RFI response for Project Frost on Thursday morning and afternoon 6/27/2024.
- Attended Kaysinger Basin Regional Planning Commission committee meeting on Thursday afternoon 6/27/2024.

Economic Development Activity Report for period 5/30/2024-6/27/2024

Project Name	Type	CAPEX	Jobs	SF	Acres	Status	Note
Ranger Power	Utility	\$500,000,000	6006	N/A	5,000		
Project Husker (9/9/2023)	Retail	\$14,000,000	40	60,000	5		National Retail related firm looking to build in Clinton
Project Parker (12/9/2023)							Existing building on market for sale
Project Plomaine (1/6/2024)	Manufacturing	NA	15	5,000	5		Missouri Partnership Project
Project Flak (2/20/2024)	Retail	NA	NA	NA	2		Lead on retail firm that fits a need in Clinton still a prospect at the moment
Project Soul (2/22/2024)	Retail						Existing retail firm needing new space to expan into having trouble firinding space
Project Copper (2/29/2024)	Service	NA	NA	8,500	2		Existing small service company needing to consolidate space
Project Maverick (3/29/2024)	Retail	\$3,500,000	50	5,000	3		Site search team in town on 4/1/2024 and 1 site is on their radar at this time
Project Box (4/24/2024)	Retail	NA	5	15,000	1		Existing retail firm growing and needing more space.
Project Scott (5/8/2024)	Manufacturing	NA	NA	125,000	12		KC Commercial broker cleint needs 12 acres to build new facility
Project Lift (5/21/2024)	Service	NA	NA	8,000	3		Out of town firm looking at available building
Project Dodger (6/12/2024)	Technology	\$300,000,000	100	500,000	300		California based Commercial realtor representing large scale project
Project Prop (6/29/2024)	Transportation	NA	NA		2		Small business looking at constructing hanger at Clinton Regional Airport
Project Frost (6/25/2024)	Manufacturing	\$100,000,000	125	225,000	20		Large manufacturing firm lokg for 20 acre site for 225,000 SF facility

3 New Projects Opened this period	Status Code	
0 Project closed during this period	Problems	
0 Project Successes	Projects looks positive	
Monitoring 14 projects	Slow to no activity	

Project Activity 2019 to YTD 2024



PROJECT SUCCESS						
Name	Type	CAPEX	#Jobs	SF	Acres	
Park Cabinets	Manufacturer	\$2,500,000	22	32,000		7
Champion Brands	Manufacturer	\$5,000,000	10	N/A	N/A	
Montrose Grain	Warehouse	\$2,100,000	2	N/A		3
TC-Nussbaum	Manufacturing	\$5,100,000	13	N/A	N/A	
Cook Auction	Service	\$2,500,000	10	32,500		5
White River Marine	Manufacture	\$1,000,000	5	10,000		1
Powell Meats	Manufacturer	\$1,000,000	35	5,000		1
AB Bottling	Manufacturer	\$1,000,000	10	18,000		25
Golden Valley Tractor Replacement	Service	\$2,000,000	15	20,000		10
Burger King	Retail	\$2,500,000	30	N/A		1
Liquor Studio	Retail	\$1,250,000	10	6,000	N/A	
Sunrise Medical Marijuana	Retail	\$1,200,000	15	5,000		1
Crawford Auction Services	Service	\$100,000	20	110,000		5
Schreiber Foods	Manufacturer	\$8,500,000	20	N/A	N/A	
	Manufacturer	\$550,000	2	22,000		
Box Drop	Retail	N/A	2	N/A	N/A	
Ervin Cable	Service		20	6,000	N/A	
Surkes Outlet	Retail	N/A	20	22,000		
Scooter's Coffee	Retail	\$1,800,000	15	1,200		1
TC Transcontinental Packaging	Manufacturing	\$55,000,000	50	105,000		5
Henry County Health Center	Office	\$1,200,000	4	5,000		1
Av-Fab	Manufacturing	\$900,000	2	N/A	N/A	
GVMH Cancer Center	Office	\$14,000,000	10	43,000		5
Sherman Plumbing and Heating	Service	\$1,400,000		18,000		3
De-Luxe Properties	Manufacturing	\$10,000,000	50	90,000		7
Secure-Net Sales	Service	\$900,000	8	6,500		2
Cycles & Cream	Retail	N/A	3	2,500	N/A	
Zach Riley	Office	N/A	2	1,500	N/A	
TOTAL SUCCESS		\$100,500,000	435	558,200		83
PENDING PROJECTS						
None						
TOTAL SUCCESS & PENDING PROJECTS		\$100,500,000	435	558,200		83

CLOSED PROJECTS

2024 Closed Projects

Project Freeze	Retail	NA	NA	NA	NA	Project closed as could not find space & equipment in budget the forecasted
Project Cup	Retail	NA	NA	NA		1 Project closed as could not find space & equipment in budget the forecasted
Project Graduate (7/10/2023)	Service	\$10,000,000	30	100,000		11 Project closed looking elsewhere & project has questionable ownership per Partnership
Project Taco (7/8/2023)	Manufacturer	NA	NA	5,000	NA	Project closed due to group couldn't develop business plan and lack of potential forecasted sales
Project Grow	Distribution	NA	NA	NA		6 Railroad lead and no movement in 7 months on project. Railroad lead and no other communications on project.
Project Black Sheep (12/12/2023)	Agrelated	NA	10	NA	NA	Value added ag project stopped due to lack of financing (1 ag project start up in Henry County no additional contact from client)
Project Sprocket	Retail	NA	4	3,500	NA	Lease signed and plans on opening in late May Cycles & Cream SUCCESS
Project Sparky (12/7/2023)	Service	\$1,100,000	8	6,500		2 Secure Net LLC has purchased land in Gerhart and should start construction in June, 2024 SUCCESS
Project Mountain Home (4/7/2024) Office	NA		3	1,500	NA	New professional office user in downtown Clinton. Lease has been signed lease and will open in June. American Family agent. Success



City of
Clinton
MISSOURI

OPEN PUBLIC WORKS COMMITTEE MEETING

City Hall – 105 E. Ohio Street
Tuesday, June 25, 2024 • 7:00 a.m.

Present:

Members: Roger House

Staff: Christy Maggi, Brad Combs, Jon Patriarca, John McClendon

Guests: Carla Moberly

1. Street Department:

- a. Emancipation Celebration Street Closing: Referred to Council.
- b. SS4A-Request for Qualifications: RFQ to be posted this week.

2. Waste Water:

- a. Deer Creek: Received a quote from MEI for elevator repair, \$640/hour labor, only for a 2-person team. Looking at other options. Alliance Pump repaired Pump #1.
- b. Upper Level 5: Recent rain events caused issues at pump. Problems with headworks contributed to issues.
- c. East Digester Mixer: May need to replace. Waiting on Independent Electric to diagnose problem.
- d. UV Bypass Valve: Still diagnosing problem.
- e. WWTP Improvement Project: Staying in contact with HDR to get construction contract finalized.
- f. Headworks Project: Received draft of scope of work from Garver for review.
- g. Regionalization Incentive Grant for Stoneridge connection:
 - i. Request for Qualifications: RFQ has been posted. SOQ's due July 26th.
 - ii. User Agreement: City Attorney is reviewing draft of agreement.

3. Park & Rec:

- a. Outdoor Pool: Pool opened June 22nd. Aerobics classes will transition to outdoor pool. Heads on lights to be installed when brackets arrive.
- b. Benson Center: Septagon has repaired roof leak. Will repair sheetrock now.

UPDATE on Agenda item 8.a.2.e: WWTP Improvement Project

Christy Maggi

From: Fleming, Scott <Scott.Fleming@hdrinc.com>
Sent: Wednesday, June 26, 2024 7:02 PM
To: Christy Maggi
Subject: RE: Clinton WWTP
Attachments: 2024-6 Change Order No 1 Proposed Electrical Revisions -Clinton WWTP.pdf

Christy-

I spoke with the contractor and they are working on getting pricing from the electrical subcontractor for the control wire and electrical duct bank revisions required for the Triton Aire-O2 floating aerators at the oxidation ditches. The site visit to the wastewater treatment plants in Mountain Home, AR and Flippin, AR with John Patriarca, were completed on May 28th. The site visits were made to observe the floating aerators in operation at treatment plants that only utilize these aerators within their oxidation ditches, and to discuss their performance satisfaction, operational issues and maintenance/repair cost information with the plant operators who operate the aerators. The decision to have the contractor proceed with preparing the cost proposal for the floating aerators in lieu of the disc rotors, was made in the days following the site visit. There are significant changes between the floating aerators and the disc rotors as there are two motors (one for the blower and one for the mixer) for each floating aerator vs one motor for the disk rotors. There are also significant cost savings changes regarding the switchgear to not utilize VFDs for the floating aerator blower motors and mixer motors. We have prepared draft electrical drawings showing these possible changes as Proposed Change Order No. 1, see attached. The contractor is utilizing these in preparation of their cost savings proposals for the City's consideration.

The proposed changes should provide substantial cost savings to the City but the Triton Aire-O2 floating aerators required significant design revisions for electrical and controls plans. In speaking with the contractor about when they hope to get the pricing from their electrical subcontractor for the proposed changes, they commented that with the July 4th holiday next week and folks on vacation much of that week, it will likely be the week following July 4th before they will have the pricing to the City for review.

Once the pricing is in, the City can decide which of the cost savings items to accept and to include in Change Order No. 1.

The next step would be to draft Change Order No. 1 for City and Contractor approval. The change order would include only the items selected by the City, along with drafting plans that incorporate the changes selected so that the construction contract plans reflect the items included in Change Order No. 1.

Please feel free to reach out to discuss further.

Scott Fleming, PE
Project Manager

HDR
D 816-347-1354 M 816-665-2671
Scott.Fleming@hdrinc.com

From: Christy Maggi <cmaggi@cityofclintonmo.com>
Sent: Tuesday, June 25, 2024 3:44 PM
To: Fleming, Scott <Scott.Fleming@hdrinc.com>
Subject: Clinton WWTP

CAUTION: [EXTERNAL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Scott,

Our Public Works Committee met this morning. The committee chair asked if we will have a finalized project cost proposal in time for the July 2. I had reported previously that the goal was to have it ready by the end of June.

Will we be able to make that date?

Christy



Christina A. Maggi

City Administrator

City of Clinton • 105 E. Ohio • Clinton MO 64735

Office: 660-885-6121 • Cell: 660-525-3003 • Fax: 660-885-2023

DRAFT

TASK ORDER NO. 1

Screening and Grit Removal Improvements

This Proposal for Services ("PROPOSAL") pertains to an Engineer Services Agreement by and between the City of Clinton, ("CITY"), and Garver, LLC ("ENGINEER"), dated March 20, 2024, ("the Agreement"). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Proposal shall not be binding until it has been signed by both parties. Upon execution, this Proposal shall supplement the Agreement as it pertains to the project described below. All terms of the Agreement shall apply to this Proposal.

PROPOSAL FOR SERVICES: **No. 1**

PROJECT NAME: **Screening and Grit Removal Improvements**

PART 1 PROJECT DESCRIPTION

The Wastewater Treatment Plants screen and grit removal equipment has reached the end of its useful life. This project will:

1. Evaluate screen replacement versus changing the screen to expand capacity, and upon the owner's selection, to implement the screening solution at the existing headworks.
2. Evaluate the existing chain and flight grit removal system versus a new Pista Grit facility for grit removal. Upon the owner's selection, develop plans and specifications to implement the selected grit removal facility.

PART 2 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER:

See attached Appendix A - Scope of Services

PART 3 MAN-HOURS and FEE ESTIMATE

See attached Exhibit B – Garver Hourly Rate Schedule

This Proposal for Services is executed this _____ day of _____, 2024.

OWNER:
City of Clinton

ENGINEER:
Garver, LLC

BY: _____

BY: _____

NAME: Christina A. Maggi

NAME: _____

TITLE: City Administrator

TITLE: _____

ADDRESS: 105 E. Ohio

ADDRESS: _____

Clinton, MO 64735

Draft

APPENDIX A

APPENDIX A – SCOPE OF SERVICES

GARVER agrees to perform basic engineering services in connection with the Clinton Wastewater Treatment Plant Screening and Grit Removal Improvements as hereinafter stated, in accordance with the stipulations in this agreement. Generally, the scope of services includes surveying, geotechnical coordination, record research coordination, utility locate coordination, design and bidding services. The planned improvements include the evaluation and construction of new screening and grit removal facilities to generally include the following:

Influent Screening

- 1) Evaluate screen replacement versus changing the screen to expand capacity, and upon the owner's selection, implement the screening solution at the existing headworks.

Influent Grit Removal

- 1) Evaluate the existing chain and flight grit removal system versus a new Pista Grit facility for grit removal.
- 2) Upon the owner's selection, implement the selected grit removal facility.

1. TASK 1 - PROJECT MANAGEMENT

- a. GARVER will prepare for and conduct a project kickoff meeting with the Owner. The kickoff meeting will include the following:

Develop a project management plan, including project objectives, project deliverables, project communication protocol, project schedule, project documentation, and work plan.

Prepare and present a request for information to the Owner prior to the project kickoff meeting. Prepare kickoff meeting minutes that document discussions and action items.

- b. GARVER will also perform the following:

Coordinate with team members (including geotechnical and survey if required) during planning stages.

Conduct internal reviews of deliverables with the comments incorporated prior to delivery to Owner.

Provide project planning and scheduling including meeting with Owner as required to coordinate the planning and scheduling tasks of the project.

Provide the Owner with monthly project status reports including progress on work tasks and schedule throughout the project.

Submit to the Owner detailed monthly invoices.

2. TASK 2 - PRELIMINARY DESIGN

The Preliminary Design phase submittal will include a preliminary design report documenting the design criteria, and an opinion of probable construction cost (OPCC) within -30% to +50% accuracy range of

expected construction cost. The preliminary design report (PDR) will be organized using a series of Design Information Memorandums (DIMs). The PDR will include the following sections:

- DIM 0 – Executive Summary
- DIM 1 – Overall Project Design Criteria
- DIM 2 – Influent Screening Evaluation
- DIM 3 – Grit Removal Evaluation

The preliminary design phase will represent approximately twenty-five (25) percent of final construction contract plans. This submittal will not include drawings, technical specifications or "front end" contract documents. Owner comments will be discussed at a Preliminary Design Workshop. Garver will incorporate comments from the Owner on the Preliminary Design in the Final Design.

c. Preliminary Design Workshop

Following submission of the draft Preliminary Design Report, GARVER will lead and participate in a workshop. The workshop will be held at the Owner's office and major items of discussion will include:

- Review of the screen evaluation and determination on screen replacement or screen alteration.
- Review of the grit removal evaluation and determination on chain and flight replacement or addition of new Pista Grit removal facility.

d. Deliverables

This task will include the following deliverables:

1. PDF format of Draft and Final Preliminary Design Report.
2. Five hard copies of draft Preliminary Design Report.

3. TASK 3 - SURVEY

e. Garver's subconsultant will perform the following tasks if required by new grit facility selection:

Garver's subconsultant will provide field survey data for designing the project, and this survey will be tied to the Owner's control network.

Garver's subconsultant will conduct field surveys, utilizing radial topography methods, at intervals and for distances at and/or along the project site as appropriate for modeling the existing ground, for the entire plant property and outfalls.

Garver's subconsultant will provide photogrammetry utilizing a fixed wing drone. Garver will locate visible utilities as well as those underground utilities marked by their owners and/or representatives, and any other pertinent topographic features that may be present at and/or along the project site. Garver will establish up to ten control points for use during construction outside the anticipated construction zone.

Garver's subconsultant will, for property surveying, locate existing monumentation representing property boundaries, right of way and/or easements based on record data which will be provided by an abstractor under a subconsultant agreement with Garver. Any easement exhibits that need to be developed for the project are not included in this scope of services. Any easements necessary to be purchased for the work will be paid for by the Owner.

As detailed further in Task 3, Garver will locate the contracted number of geotechnical investigations borings.

4. TASK 4 - GEOTECHNICAL COORDINATION

If required by new grit facility selection, Owner will provide GARVER access to Owner's geotechnical reports and/or consultant and GARVER will direct the location of borings necessary for design development to the Owner. GARVER will also list the required lab tests needed for each boring. Owner will pay for geotechnical services directly, separate from this Agreement. GARVER will stake up to ten locations for geotechnical borings.

5. TASK 5 - FINAL DESIGN

During the final design phase of the project, GARVER will conduct final designs to prepare construction plans and specifications for one (1) construction contract, including final construction details, final quantities, special provisions, and OPCC. The final design phase is anticipated to have two major submittals: a 50% and 100%, and an appropriate design progression allowance, bidding contingency, and escalation to midpoint of construction will be included in the OPCC and based upon the level of design.

f. Drawings and Specifications

Based upon the results of the approved preliminary design by the Owner, GARVER will develop the detailed plans and specifications as a part of the Final Design for a single construction contract.

g. Design Submittal Workshops

GARVER will lead a virtual review workshop for two (2) final design phases: 50% and 100%. These workshops will be held at the Owner's office to solicit comments and feedback from the Owner.

h. Deliverables

This task will include the following deliverables:

PDF copies at 50% & 100%

50% plans, specifications, and OPCC:

- 1) Three (3) copies of specifications and three (3) half size drawings to the Owner.

100% plans, specifications, and OPCC:

- 1) Five (5) copies of specifications, three (3) half size drawings, and two (2) full size drawings to the Owner.

EXTRA WORK

The following items are not included under this agreement and will be considered as extra work:

Redesign for the Owner's convenience or due to changed conditions after previous alternate direction and/or approval.

Submittals or deliverables in addition to those listed herein.

Property line monumentation, including preparation of a survey plat, lot line adjustment, and lot split.

Geotechnical services, beyond coordination.

Construction materials testing, beyond coordination.

US Army Corps of Engineers, US Fish and Wildlife, and Department of Missouri Heritage permitting and coordination beyond initial clearance letters and requirement determinations for the Construction Contract (including but not limited to archeological work, threatened and endangered species surveys, wetland mitigation, Section 404 permitting, asbestos and lead sampling, and soil and water sampling).

MDNR permitting including obtaining a construction permit or NPDES discharge permit renewal.

Any work associated with karst features beyond Construction Contract provisions for US Fish and Wildlife coordination, inspection, and filling karst features with grout.

Any work associated with a solid waste landfill located on the Owner's property beyond Construction Contract provisions for testing, removal, and proper disposal.

Coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.

Services after construction, except for the one-year warranty inspection.

City of Clinton permitting, beyond informal review and approval.

Alternative Project Delivery ("Design-Build"), including pre-purchasing bids.

Operations Training, outside the specification requirements for equipment provided by the Contractor.

MDNR public meetings.

Receiving Stream Modeling.

Extra Work will be as directed by the Owner in writing for an addition fee as agreed upon by the Owner and Garver.

B. SCHEDULE

Garver shall begin work under this Agreement within ten (10) days of a Notice to Proceed and shall complete the work in accordance with the schedule below:

Phase Description	Calendar Days
Task 1 – Project Management	Project Duration
Task 2 – Preliminary Design	45 days after Notice to Proceed
Task 3 - Survey	60 days from Owner Selection of Grit Alternative if required
Task 4 – Geotechnical Coordination	60 days from Owner Selection of Grit Alternative if required
Task 5 – Final Design – 50% Submittal	60 days from Owner approval of Task 4 Preliminary Design
Task 5 – Final Design – 100% Submittal	60 days after Owner approval of Task 5 – Final Design – 50%.



**Exhibit B
Client**

Project Name

Garver Hourly Rate Schedule: July 2024 - June 2025

Classification	Rates	Classification	Rates
Engineers / Architects		Resource Specialists	
E-1	\$ 138.00	RS-1	\$ 111.00
E-2	\$ 153.00	RS-2	\$ 146.00
E-3	\$ 185.00	RS-3	\$ 206.00
E-4	\$ 216.00	RS-4	\$ 285.00
E-5	\$ 262.00	RS-5	\$ 356.00
E-6	\$ 323.00	RS-6	\$ 436.00
E-7	\$ 448.00	RS-7	\$ 488.00
Planners		Environmental Specialists	
P-1	\$ 167.00	ES-1	\$ 111.00
P-2	\$ 208.00	ES-2	\$ 139.00
P-3	\$ 259.00	ES-3	\$ 179.00
P-4	\$ 290.00	ES-4	\$ 210.00
P-5	\$ 327.00	ES-5	\$ 263.00
Designers		ES-6	\$ 338.00
D-1	\$ 126.00	ES-7	\$ 422.00
D-2	\$ 144.00	ES-8	\$ 477.00
D-3	\$ 171.00	Project Controls	
D-4	\$ 205.00	PC-1	\$ 113.00
Technicians		PC-2	\$ 149.00
T-1	\$ 101.00	PC-3	\$ 189.00
T-2	\$ 121.00	PC-4	\$ 243.00
T-3	\$ 148.00	PC-5	\$ 297.00
T-4	\$ 191.00	PC-6	\$ 383.00
Surveyors		PC-7	\$ 482.00
S-1	\$ 62.00	Administration / Management	
S-2	\$ 82.00	AM-1	\$ 80.00
S-3	\$ 110.00	AM-2	\$ 102.00
S-4	\$ 157.00	AM-3	\$ 143.00
S-5	\$ 199.00	AM-4	\$ 182.00
S-6	\$ 232.00	AM-5	\$ 222.00
2-Man Crew (Survey)	\$ 239.00	AM-6	\$ 289.00
3-Man Crew (Survey)	\$ 299.00	AM-7	\$ 340.00
2-Man Crew (GPS Survey)	\$ 260.00	M-1	\$ 541.00
3-Man Crew (GPS Survey)	\$ 321.00		
Construction Observation			
C-1	\$ 119.00		
C-2	\$ 149.00		
C-3	\$ 182.00		
C-4	\$ 235.00		
C-5	\$ 275.00		

City of Clinton, Missouri

Request for: Closing the Clinton Square
(Circle Applicable Request) Parade
Play Street

This form must be completed prior to the approval of any request to temporarily close a street in Clinton to be designated a **Play Street (Sec. 28-12)**, a **Parade** or to **close the Clinton Square**. The City's Public Works Committee will present this request along with its recommendation to the City Council. The Public Works Committee meets on **Tuesday morning at 7:00 a.m., the week prior to a City Council meeting. All completed requests must be returned by the Wednesday prior to the Public Works Committee meeting in order to be placed on their agenda.**

Applicant's Name: Andre' Steward Contact Number: 660 890 5704

Date/Time for which closure is requested: 10:00 a.m - 10:00 p.m Aug 2nd - 4th

Organization requesting street closure: Youth Nets Organization

Description of event: Emancipation Celebration

Description of closure requested (street from point A to point B, block, and structures in roadway i.e., staging, Central Business District Square etc.):

We will set up and take down everything.

Note: Proof of a Certificate of Insurance may be required for certain events.

If the street closure is in the Central Business District or affects the usage of a business, the City Council requires input from the Greater Clinton Area Chamber of Commerce (660)885-8166 prior to approving this request.

Chamber of Commerce (If Required)

Recommendation: Yes No

Street Department Superintendent

Recommendation: Yes No

Public Works Committee:

Recommendation: Yes No

Final Approval granted by City Council:

Recommendation: Yes No

Dear Carla Moberly and Members of the City Council,

Subject: Request for Road Closure for Emancipation Celebration Event

I hope this letter finds you well. On behalf of the community of Clinton, I am writing to request your assistance in organizing our annual Emancipation Celebration. This event is a cherished tradition in our community, celebrating freedom, unity, and our rich cultural heritage. This year, we plan to hold the celebration from August 2nd through August 4th, with festivities running daily from 10:00 AM to 10:00 PM.

To ensure the safety and enjoyment of all participants, we respectfully request the closure of Main Street, from Walnut Street to Pine Street, during the event hours. The road closure will facilitate a safe and secure environment for various activities, including performances, food vendors, historical exhibits, and family-friendly entertainment.

Here are the details of our request:

- **Event Dates:** August 2nd - August 4th
- **Event Times:** 10:00 AM to 10:00 PM daily
- **Road Closure Request:** Main Street, from Walnut Street to Pine Street

We understand that such requests require coordination and planning, and we are committed to working closely with the city to minimize any inconvenience. We will ensure that residents and businesses in the affected area are notified well in advance and will provide appropriate signage and barriers as directed by the city's guidelines.

The Emancipation Celebration is an important event that brings together our community, promotes cultural awareness, and supports local businesses. We anticipate a significant turnout and believe the celebration will be beneficial for the entire city of Clinton.

Thank you for considering our request. We are happy to provide any additional information or meet with the appropriate city officials to discuss our plans in detail. We look forward to your positive response and to making this year's Emancipation Celebration a memorable success for everyone involved.

Sincerely,

Andre Steward Sr
Director
Youth Nets Organization



City of
Clinton
MISSOURI

PUBLIC SAFETY COMMITTEE OPEN MEETING AGENDA

City Hall • 105 E. Ohio Street, Clinton, MO

Tuesday, July 2, 2024 • 5:45 p.m.

Present:

COMMITTEE MEMBERS: Austin Jones Stacia Wilson Greg Shannon

PUBLIC SAFETY: Fire Chief Mark Manuel Deputy Fire Chief Matt Willings

Deputy Police Chief John Scott

GUESTS: _____

NO MEETING



City of
Clinton
MISSOURI

FINANCE COMMITTEE OPEN MEETING AGENDA

City Hall • 105 E. Ohio Street, Clinton, MO

Tuesday, July 2, 2024 • 5:45 p.m.

Present:

COMMITTEE MEMBERS: Gene Henry Gary Mount Mayor Carla Moberly

STAFF: City Administrator Christy Maggi City Clerk Wendee Seaton

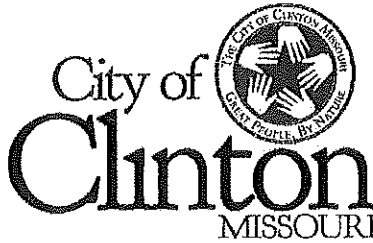
GUESTS: _____

1. Audit Services RFP Responses

Audit RFP

Auditor	Date RFP Sent	Response/Notes
Clifton Larson Allen LLP Andrew Zebell, Heather Briggs 600 Washington Ave, Unit 180 St. Louis, MO 63101 Andrew.Zebell@claconnect.com	6/6/2024	Called and emailed with question about prior auditor and fees.
Williams Keepers • Amanda Schultz aschultz@williamskeepers.com	6/6/2024	Declining at this time.
Fick, Eggemeyer & Williamson CPA's Leslie Gregory 6240 S. Lindbergh, Ste 101, St. Louis, MO 63123 314-845-7999 • leslie@fewcpas.com	6/6/2024	We not be bidding. Have other bidding opportunities.
Tim Fitzgerald Hood and Associates, CPA's tfitzgerald@hoodcpas.com	6/6/2024	Proposal received 6/25/24.
Schowalter & Jabouri, PC Janice Smith 12250 Weber Hill Road, Suite 315 St. Louis, MO 63127 314-849-4999 • jsmith@sjcpa.com	6/6/2024	No response.
Beussink, Hey, Roe and Stroder, CPA Jeffrey Stroder 16 South Silver Springs Road Cape Girardeau, MO 63703 573-334-7971 • jstroder@bhrcpas.com	6/6/2024	Does not work on the KC side of the state.
Sikich LLP • Mike Williams 12655 Olive Bluvd #200 St. Louis, MO 63141 Mike.Williams@sikich.com	6/6/2024	Declining at this time. Keep in mind for future opportunities.
Stopp & Vanhoy Mollie Malone 10425 Old Olive Street Road, Suite 101 St. Louis, MO 63141 molliem@stoppvanhoy.com	6/6/2024	No response.
KPM CPAs • Megan Artz Springfield, MO • martz@kpmcpa.com	6/6/2024	Declining at this time. Keep in mind for future opportunities.
Troutt Beemen info@tbco.net	6/6/2024	No response.
Kenney Hales CPA Liberty, MO • 816-679-1331 Theguy@khalescpcpa.com	6/6/2024	No response.

Auditor	Date RFP Sent	Response/Notes
Evers & Company CPA's LLC 5886 Osage Beach Pkwy Osage Beach, MO 65065 520 Dix Road, Jeff City MO 65109 info@everscpas.com 573-348-4141/573-635-0227	6/7/2024	No response.
McBride Lock & Associates 4151 N. Mulberry, Suite 275 Kansas City, MO 64116 816-221-4559	6/7/2024	No response.
3510 Jeffco Blvd, Suite 200 Arnold, MO 63010 636-464-1330/866-295-4173	6/7/2024	No response.
CRWilliams & Associates, LLC 7863 Broadway, Suite 244 Merrillville, IN 46410 (219) 944-1615 jjoyner@crwilliams.net	6/7/2024	Proposal received 6/25/24.
Gerding, Korte & Chitwood 723 Main Street, Boonville, MO 65233 660-882-7000 20 South Fifth Street Columbia, MO 65201 • 573-449-1599	6/7/2024	Declining at this time. They are capacity with current staffing. Keep in mind for future opportunities.
K DeLuca Audit Services LLC Kristen PO Box 132, St. James, MO 65559 573-263-5552 • kristen@kdaudit.com	6/7/2024	Schedule is full at this time. Declining.



REQUEST FOR PROPOSAL

Professional Financial Auditing Services

Date Issued: June 6, 2024

Proposals Due:

Wednesday, June 26, 2024

SECTION 1. PUBLIC NOTICE & INVITATION TO BID

Notice is hereby given that the City of Clinton is soliciting proposals from qualified firms to provide professional financial auditing services to the City of Clinton, Missouri. The successful firm will be required to execute the attached *Consultant Services Agreement*. The submission of a proposal indicates an intent to execute the attached agreement, if selected.

Proposals will be accepted until **10:00 AM, Wednesday, June 26, 2024**, after which time they will be opened and read aloud.

For information regarding this request, please contact Wendee Seaton, City Clerk, (660) 885-6121 ext#5 or via email at WSeaton@CityofClintonMO.com.

Please include the phrase "AUDIT SERVICES" in the subject line of the email.

Proposals should be submitted to:

Wendee Seaton, City Clerk
105 E. Ohio • Clinton, MO 64735
Email: WSeaton@CityofClintonMO.com

Proposals may be delivered via email, mail, in person or carrier. It is the sole responsibility of the vendor to see that his/her proposal is received prior to the due date. **Proposals submitted after the deadline will not be considered.**

Proposals should clearly indicate "**Professional Financial Auditing Services**" with name of the firm and the date/time of the bid opening.

SECTION 2. GENERAL INFORMATION

2.1 Introduction

Notice is hereby given that the City of Clinton (the "City") is soliciting proposals from qualified firms of Certified Public Accountants to audit the City's financial statements for the fiscal years ending September 30, 2023 through 2028, inclusive.

Year 1: FY ending September 30, 2023* and September 30, 2024

Year 2: FY ending September 30, 2025

Year 3: FY ending September 30, 2026

Year 4: FY ending September 30, 2027

Year 5: FY ending September 30, 2028

** FY 2023 audit was begun by the Audit firm currently engaged by City. The Audit firm has failed to complete the audit, per the agreement.*

These audits are to be performed in accordance with generally accepted auditing standards and the standards for financial audits set forth in the U.S. General Accounting Office's (GAO) Government Auditing Standards.

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

2.2 Minimum Qualifications

The Audit firm must be authorized to conduct operations in the State of Missouri and must be in compliance with all federal and Missouri regulating agencies.

Preferably the firm should maintain a division that is almost exclusive to governmental accounting.

2.3 Nature of Services Required

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

The auditor shall also be responsible for performing certain limited procedures involving supplementary information required by the Governmental Accounting Standards Board as mandated by generally accepted auditing standards.

Following the completion of the audit of the fiscal year's financial statements, the auditor shall issue a report on:

- a. The fair presentation of the financial statements in conformity with generally accepted accounting principles, and
- b. Internal control and management comments and recommendations
- c. 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 Office of the City Administrator.

- d. Auditors shall assure themselves that the Office of the City Administrator is informed of each of the following:
- The auditor's responsibility under generally accepted auditing standards
 - Significant accounting policies
 - Management judgments and accounting estimates
 - Significant audit adjustments
 - Other information in documents containing audited financial statements
 - Disagreements with management
 - Management consultation with other accountants
 - Major issues discussed with management prior to retention
 - Difficulties encountered in performing the audit
- e. The auditor shall provide the City a detailed audit plan and list of all schedules to be prepared by the City.
- f. The City is migrating to BS&A Financial Software, a cloud based system. Auditors can be given view only access to the reporting features of this system as well as the ability to view attachments such as invoices which would enable off-site audit services if needed. If on-site field work is preferred, the City has a meeting room for auditor staff to use.

2.4 Background on the City Of Clinton, Missouri

The City of Clinton is a third-class municipality, governed according to Missouri State Statutes, with a Mayor and City Council form of government.

The daily operations are under the direction of a professional City Administrator.

2.5 City Departments

The City is organized by departments:

- Administration
- Finance - The City Clerk is the Chief Financial Officer. There are three (3) Full Time Clerks: Accounts Receivable, Accounts Payable and Personnel.
- Municipal Court
- Police
- Economic Development
- Code Enforcement
- Community Development
- Airport
- Transfer Station
- Fire
- Street
- Parks & Recreation
- Area Transportation Service
- Cemetery
- Wastewater

2.6 Fund Structure

The fund structure at the present time is as follows:

Governmental Funds

- General: Administration, Municipal Court, Police, Economic Development, Code Enforcement, Community Development, Airport, and Transfer Station
- Fire
- Second Street / Calvird Drive
- Street
- Street Improvement Tax
- Parks & Recreation: Parks, Community Center, Artesian Park Pool, Aquatic Center, Benson Center
- Artesian Pool Improvement Project
- Cemetery
- Area Transportation Service
- Energy Savings Improvements
- American Rescue Plan Act
- Sewer Improvement

Proprietary Funds

- Sewer Operating
- Sewer Investment

In FY ending September 30, 2025, a Police Fund will be created, moving the Police Department out of the General Fund.

2.7 Fiscal Year

The City's fiscal year begins October 1st and ends September 30th of each year. The audited financial statements must be issued and released to the state auditor by March 31st of the following year. EXCEPTION: FY2023 audited financial statements must be issued and released to the state auditor by October 31, 2024.

2.8 General Fund Revenue Sources

There are multiple sources of revenue for the General Fund:

General Fund Revenues	Total Revenue	% of Total Revenue
Sales Taxes	\$2,444,842	44.6%
Property Taxes	\$817,482	14.93%
Utility Taxes	\$1,257,926	22.98%
All Other General Revenues	\$953,868	17.43%
Total - All General Fund Revenues	\$5,474,118	100.00%

2.9 Fund Balances on September 30, 2023 (unaudited)

- Governmental \$7,776,120
- Proprietary.....\$5,302,957

2.10 American Rescue Plan Act Of 2021 (“ARPA”) Funds

The City has received a total of \$1,822,364.88 in ARPA Funds.

2.11 Single Audit

The City anticipates the need for the selected firm to perform a “Single Audit,” for multiple years during the term of the contract, related to the expenditures of ARPA Funds and airport grants.

2.12 GASB Statement No. 34

The City has implemented GASB statement No. 34. The City prepares its budget on a basis consistent with generally accepted accounting principles.

2.13 Principle Contact

The auditor’s principal contact with the City of Clinton will be the Office of the City Clerk, or a designated representative, who will coordinate the assistance to be provided by the City to the auditor.

SECTION 3. INSTRUCTIONS TO BIDDERS

3.1 Proposal Process and Schedule

The City requests a *Statement of Qualifications (SOQ)*, via email, mail or delivery to City Hall before **10:00 AM, Wednesday, June 26, 2024**. See Exhibit A for information to include in the SOQ.

The *Proposal to Provide Audit Services (Exhibit B)*, shall be submitted with the SOQ.

It is the sole responsibility of the respondent to ensure the proposal arrives on time and at the correct location. The proposal must be signed by a duly authorized officer of the firm. Include the name, office address and office telephone of the primary contact person. Please submit SOQ and Proposal to:

Wendee Seaton, City Clerk
105 E. Ohio • Clinton, MO 64735
Email: WSeaton@CityofClintonMO.com

Submittal must be received at or before **10:00 AM, Wednesday, June 26, 2024**.

Proposals may be withdrawn by notifying the City in writing prior to the submission deadline.

The City reserves the right to reject any or all proposals, to waive any irregularities or informality in any proposal, and to accept or reject any item or combination of items. The award, if made by the City of Clinton, will be to a qualified firm whose proposal best complies with all the requirements set forth in the RFP and whose proposal, in the opinion of the City, is the best proposal, taking into consideration all aspects of the submittal.

3.2 Evaluation Procedures

The City will award the contract to the auditing firm that demonstrates the ability to perform the highest quality service at the lowest cost. Proposals will be evaluated using the criteria listed below.

- Quality and extent of services available
- Cost of services
- The City's previous experience with the firm
- Compliance with proposal specifications
- The firm's experience providing similar services
- References

EXHIBIT A. STATEMENT OF QUALIFICATIONS

A.1 The following information should be included in the SOQ:

- All items in Exhibit B
- Addresses of Corporate Office and Branch Office assigned to the Audit, if applicable
- General information about the Firm
- Years of service in the governmental sector
- Name, title, education and work experience of staff to be assigned to the Audit
- Accounting associations of which the Firm is a member

EXHIBIT B. PROPOSAL TO PROVIDE AUDIT SERVICES

B.1 General Information

Name of Firm: _____

Address: _____

Federal Tax Identification Number: _____

Name of Official Completing the Proposal: _____

Title: _____

Telephone Number: _____

Email Address: _____

Signature: _____

Date: _____

Name of Alternate Contact Person: _____

Title: _____

Telephone Number: _____

Email Address: _____

B.2 Experience with Public Entities

Provide a list of public entities that the firm has provided audit services. Include the name of the entity, contact person and telephone number. Emphasize local municipalities receiving services similar to those being proposed for the City of Clinton. If the space below is not sufficient, attach a list.

Name of Entity: _____

Contact Person: _____

Telephone or Email: _____

Name of Entity: _____

Contact Person: _____

Telephone or Email: _____

Name of Entity: _____

Contact Person: _____

Telephone or Email: _____

B.3 Pending Matters

Is there any major litigation pending against the firm? Yes No

If "Yes" is checked, will the resolution of this matter impact the firm's ability to provide service for the City of Clinton? Yes No

Is the firm involved in pending acquisitions, consolidations, or mergers that will impact the firm's ability to serve the City of Clinton? Yes No

Are there any issues that would prevent the firm from entering into a contract or performing services for the duration of the contract? Yes No

If "Yes" is checked, please explain:

B.4 Proposed Audit Fees:

Standard Audit WITHOUT Annual Comprehensive Financial Report:

Year 1: FY ending September 30, 2023\$ _____

Year 1: FY ending September 30, 2024\$ _____

Year 2: FY ending September 30, 2025\$ _____

Year 3: FY ending September 30, 2026\$ _____

Year 4: FY ending September 30, 2027\$ _____

Year 5: FY ending September 30, 2028\$ _____

Standard Audit INCLUDING an Annual Comprehensive Financial Report:

Year 1: FY ending September 30, 2023\$ _____

Year 1: FY ending September 30, 2024\$ _____

Year 2: FY ending September 30, 2025\$ _____

Year 3: FY ending September 30, 2026\$ _____

Year 4: FY ending September 30, 2027\$ _____

Year 5: FY ending September 30, 2028\$ _____

Cost per Single Audit:

Year 1: FY ending September 30, 2023\$ _____

Year 1: FY ending September 30, 2024\$ _____

Year 2: FY ending September 30, 2025\$ _____

Year 3: FY ending September 30, 2026\$ _____

Year 4: FY ending September 30, 2027\$ _____

Year 5: FY ending September 30, 2028\$ _____

CONSULTANT SERVICES AGREEMENT

THIS AGREEMENT dated this _____ day of _____, 20____, by and between the City of Clinton, (herein "City") and _____, (herein "Consultant").

IN CONSIDERATION OF the performance of the services rendered under this Agreement and payment for such services, the parties agree to the following:

1. **Services:** Consultant shall provide the City with professional financial audit services according to the scope of work set forth in the City's Request for Proposals, and Consultant's proposal, all attached hereto and incorporated herein.

Consultant agrees to provide all such services in a timely manner within a reasonable time after receipt of City directives. Consultant agrees to provide services by and through qualified personnel under standards and conditions generally accepted by professionals in the field or occupations for which services are provided. Services shall be provided based only upon requests for proposals provided to the Consultant by the City or City's representative and to which the Consultant prepares and submits a written proposal for services which is approved by the City in writing. No work shall be performed nor shall compensation be paid for Consultant work performed without a City approved written proposal for professional services.

2. **Compensation:** In consideration for the Consultant's provision of services under this agreement, the City agrees to compensate the Consultant for services rendered in accordance with the payment terms set forth in Consultant's proposal attached hereto. Payments shall be made within thirty (30) days of receipt of invoice by the City. Invoices shall be submitted periodically as mutually agreed upon by the City and Consultant, or in the absence of such agreement, upon completion of the work constituting the task or project for which services are provided. The agreed scope of services and rate of compensation at present is for the initial term of services.
3. **City Responsibilities:** City agrees to furnish Consultant with all current and available information for each task or project assigned to Consultant, along with any information necessitated by changes in work or services initiated by the City which may affect services rendered hereunder.
4. **Coordination of Work and Work Product:** Consultant shall coordinate all work with the City's designated representative for each task or project assigned to Consultant and submit to the City's representative all work product in written or graphic form (and in electronic form if requested) as applicable or required. All reports, surveys, test data, memoranda, samples, plans, specifications, and other documents or materials submitted by or to the City shall be considered the property of the City. When available and requested by the City, work product shall be provided in electronic form at actual cost in media compatible for use with City software and equipment.
5. **Protection of Work, Property and Persons:** The Consultant will be responsible for initiating, maintaining and supervising all safety precautions and programs for its employees in connection with the services provided under this Agreement. The Consultant will take all necessary precautions for the safety of, and will provide the necessary protection to prevent damage, injury or loss to all employees providing work under this Agreement and other persons who may be affected thereby.
6. **General Insurance Requirements:** Consultant will provide proof of its general and professional liability coverages to the City before undertaking work for the City.

7. **Indemnification:** Failure of Consultant to obtain or maintain such insurance during this contract, or to provide proper proofs thereof upon request of the City, shall not diminish, waive or otherwise reduce the Consultant's obligations to maintain such insurance coverage and Consultant shall indemnify and hold the City and all its personnel harmless from and against any and all claims, damages, losses and expenses, including reasonable attorney's fees and litigation costs, arising out of or resulting from the performance of services, provided that any such claim, damage, loss or expenses, is caused in whole or in part by the negligent act, omission and or liability of the Consultant, its agents or employees.
8. **Delegation and Subcontracting:** Unless otherwise proposed and approved in the Consultant's proposal for services, the Consultant shall not delegate or subcontract any work to be performed by the Consultant under this agreement to any other person, business or entity without the express advance written approval of the City for such delegation or subcontract work.
9. **Records and Samples:** To the extent not otherwise transferred to the City's possession, Consultant agrees to retain and provide the City with reasonable access to all work product, records, papers and other documents involving transactions and work related to or performed under this agreement for a period of three (3) years after this agreement expires. When services involve testing or sampling, Consultant agrees to either retain all test products or samples collected by or submitted to Consultant, or return same to the City as mutually agreed upon. In absence of agreement, Consultant shall not dispose of test samples or products without notice to or consent by the City or the City's representative.
10. **Additional Services:** No compensation shall be paid for any service rendered by the Consultant considered an additional service beyond the scope of services approved by the City unless rendition of that service and expense thereof has been authorized in writing by the City in advance of performance of such service. Any additional services performed by the Consultant prior to such authorization by the City shall be deemed a part of basic services for work performed under a City approved proposal for services governed by this agreement, whether enumerated in this agreement or not, for which the Consultant shall be entitled to no additional compensation.
11. **City Authorization:** When the term City is used in this agreement, it shall mean the government of the City of Clinton, Missouri or the City of Clinton City Council, as the context requires. Authorization by the City shall mean written instruction from the City Council or the City Administrator. It is further understood and agreed that no person or party is authorized to bind the City to any proposed agreement for services under the auspices of this agreement without having obtained the prior approval of the City of Clinton City Council or City Administrator. In this regard, it is understood and agreed that the Consultant shall not be entitled to rely upon verbal representations by any agent or employee of the City in deviation to the terms and conditions of this agreement, or as authorization for compensation for services except as may be approved by the City Council or City Administrator in writing. When the term City's representative is used, it shall mean the City Administrator or her designee as specified in writing.
12. **Period of Services and Termination:** Consultant will provide its services as described in the proposal until completion, or until termination of those services by the City. The initial term of this Agreement shall be for years 2023 through 2028, inclusive. The City may and reserves the right to terminate this agreement at any time with or without cause by giving the Consultant written notice of termination. Upon receipt of such notice, Consultant shall discontinue all services in

connection with the performance of services authorized under this agreement or City approved proposal for services and City shall upon invoice remit payment for all authorized services completed up to the date of termination notice. Upon payment of this invoice, the Consultant shall deliver any and all work product including drawings or other documents, prepared as instruments of service, whether complete or in progress. It is further agreed that if services are terminated the Consultant shall be compensated for all services rendered through the date of termination not to exceed the amount authorized for services through the date of termination. If the City questions the extent of work on a final invoice, the Consultant shall give the City the opportunity to review and evaluate all work upon which the invoice is based in the offices of the Consultant prior to payment. This agreement or work performed under the provisions of this agreement may also be terminated by the Consultant upon not less than seven days written notice in the event the City shall substantially fail to perform in accordance with the terms and conditions of this agreement, through no fault of the Consultant. In the event of termination by the Consultant, the other provisions concerning termination contained in this paragraph shall be applicable.

13. **Governing Law:** This agreement shall be governed by the laws of the state of Missouri and it is agreed that this agreement is made in Henry County, Missouri and that Henry County, Missouri is proper venue for any action pertaining to the interpretation or enforcement of any provision within or services performed under this agreement.
14. **Certification of Lawful Presence/ Work Authorization:** Consultant will complete the required certifications of lawful presence and, if the contract is to exceed \$5,000.00, shall complete and return the Work Authorization Certification attached hereto.
15. **Nature of Relationship:** Consultant herein is an independent Consultant and shall not act as an agent for the City, nor shall Consultant be deemed to be an employee of the City for any purposes whatsoever. The Consultant shall not enter into any agreement or incur any obligations on the City's behalf or commit the City in any manner.
16. **Miscellaneous:** This agreement constitutes the entire agreement of the parties superseding all prior negotiations, written or verbal, and may only be amended by signed writing executed by the parties through their authorized representatives hereunder.

IN WITNESS WHEREOF, the parties have executed this agreement by their duly authorized signatories effective the date and year first-above written.

CONSULTANT

CITY OF CLINTON, MISSOURI

By: _____

Title: _____

City Administrator

Date: _____

Date: _____

ATTEST: _____

City Clerk

CERTIFICATION OF INDIVIDUAL BIDDER

Pursuant to Section 208.009 RSMo, any person applying for or receiving any grant, contract, loan, retirement, welfare, health benefit, post-secondary education, scholarship, disability benefit, housing benefit or food assistance who is over 18 must verify their lawful presence in the United States. Please indicate compliance below. Note: A parent or guardian applying for a public benefit on behalf of a child who is citizen or permanent resident need not comply.

- ____1. I have provided a copy of documents showing citizenship or lawful presence in the United States. (Such proof may be a Missouri driver's license, U.S. passport, birth certificate, or immigration documents). Note: If the applicant is an alien, verification of lawful presence must occur prior to receiving a public benefit.
- ____2. I do not have the above documents, but provide an affidavit (copy attached) which may allow for temporary 90 day qualification.
- ____3. I have provided a completed application for a birth certificate pending in the State of _____ . Qualification shall terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.

Applicant

Printed Name

Date

AFFIDAVIT

(Only Required for Individual Bidder Certification Option #2)

State of Missouri)
)SS.
County of _____)

I, the undersigned, being at least eighteen years of age, swear upon my oath that I am either a United States citizen or am classified by the United States government as being lawfully admitted for permanent residence.

Date

Signature

*Social Security Number
or other Federal I.D. Number*

Printed Name

On the date above written _____ appeared before me and swore that the facts contained in the foregoing affidavit are true according to his/her best knowledge, information and belief.

Notary Public

My Commission Expires: _____

WORK AUTHORIZATION CERTIFICATION

PURSUANT TO 285.530 RSMo

(FOR ALL AGREEMENTS IN EXCESS OF \$5,000.00)

State of Missouri)

County of _____)SS.
_____)

My name is _____ . I am an authorized agent of _____ (Bidder). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the City. This business does not knowingly employ any person that is an unauthorized alien in connection with the services being provided. Documentation of participation in a federal work authorization program is attached hereto.

Furthermore, all employees or others working on this contract shall affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1, shall not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

Affiant

Printed Name

Date

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public

CONFLICT OF INTEREST FORM

PROJECT: _____

RESPONSIBLE CITY EMPLOYEE: _____

RESPONSIBLE OR SUPERVISING CITY CONSULTANT: _____

1. Have you or any employee or person holding an ownership interest in the company proposing to provide goods or services to the City of Clinton been involved in any of the following with the City of Clinton, its employees, elected officials or any responsible consultant identified above?

Sale, purchase or exchange of property: Yes No

Receiving or furnishing goods or services: Yes No

Transfer or receipt of income, assets or funds:..... Yes No

Maintenance of bank balances, book balances
or other accounts for benefit of another?..... Yes No

2. Have you or any employee or person holding an ownership interest in the company proposing to provide goods or services to the City of Clinton been indebted to the City, any employee of the City or its elected officials or its responsible consultants in the last twenty-four months? If yes, explain.

3. List all business transactions or relationships that you or any employee or person holding an ownership interest in the company proposing to provide goods or services to the City of Clinton has had with any employee of the City, its elected official or its responsible consultants in the last twenty-four months.

4. List all gifts valued in excess of \$10.00 offered or accepted by any employee or person holding an ownership interest in the company proposing to provide goods or services to the City of Clinton either to or from any employee, elected official or its responsible consultants in the last twenty-four months.

By executing this disclosure form, the undersigned personally, and on behalf of the proposing business entity verifies that the information contained herein is truthful and accurate and will remain truthful and accurate throughout all business transactions with the City of Clinton.

By _____

Title: _____

Dated: _____

State of Missouri)
)SS.
County of _____)

On this ____ day of _____, 20____, before me, appeared _____ who swore that the matters contained herein are true according to his/her best knowledge, information and belief.

IN WITNESS WHEREOF, I have placed my hand and notarial seal the day and year last above written.

Notary Public

My Commission Expires: _____

THE CITY OF CLINTON, MISSOURI



**Proposal for Professional Financial Auditing Services
Due 10:00 AM, Wednesday, June 26, 2024**

**Submitted By:
HOOD & ASSOCIATES CPAS, P.C.
1251 NW Briarcliff Parkway
Kansas City, MO 64116 (816) 453-7014**

**Contact Person:
Michael Keenan, CPA**

June 26, 2024

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Exhibits:

Exhibit A, B and C

Exhibit D – Peer Review Report



June 26, 2024

City of Clinton, Missouri
Wendee Seaton, City Clerk
105 E. Ohio
Clinton, Missouri 64735

Hood & Associates CPAs, P.C. (H&A) is pleased to submit our proposal for annual audit services for the City of Clinton, Missouri (the City) for the year ended September 30, 2023, and for the years ending September 30, 2024 through 2028

It is our understanding the audit will encompass the following:

- Audit of the City's basic financial statements Annual Comprehensive Financial Report, including the report on compliance and internal control over financial reporting
- Single Audit
- Assisting the City in meeting the requirements of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting

The audit will be performed in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the provisions of the federal Single Audit Act of 1996, and the provisions of the Uniform Guidance, Audits of States, Local Governments, and Non-Profit Organizations, and the related OMB Compliance Supplement and applicable state and local law. The accounting and reporting principles promulgated by the Governmental Accounting Standards Board will be applied.

As you read this proposal, we are confident you will conclude our audit approach will provide you with a thoroughly effective and efficient audit at a reasonable cost. Our proposal is a firm and irrevocable offer for 60 days and the proposer certifies that the person signing this proposal is authorized to represent the firm, empowered to submit the bid, and authorized to sign a contract with the City of Clinton, Missouri.

The bottom line is we truly want your business. It is our sincere intent to serve you with the utmost professional competence, offering the full resources of our Firm. You will receive the best service and attention that our firm has to offer.

Very truly yours,

Hood & Associates CPAs, PC

PROFILE OF HOOD & ASSOCIATES CPAs, P.C.

Hood & Associates CPAs, P.C.
1251 NW Briarcliff Parkway
Kansas City, Missouri 64116

Phone: 816-453-7014
Web Site: www.hoodcpas.com
Email: mkeenan@hoodcpas.com

Hood & Associates CPAs, P.C. (H&A) has successfully provided professional services primarily throughout Missouri, Kansas, Oklahoma, and Texas since 1993. We began with one office in Bartlesville, Oklahoma. With our hard work and our reputation of providing exemplary services, we pride ourselves in having grown to be one of the larger locally owned certified public accounting firms in Missouri, Kansas, Oklahoma, and Texas.

We currently have seventeen (17) offices located throughout Missouri, Kansas, Oklahoma, and Texas. Our office located at 1251 NW Briarcliff Parkway, Kansas City, Missouri 64116, will be the office from which the work will be performed.

Today Hood & Associates CPAs, P.C. employ approximately one hundred ninety-five (195) associates, which consist of forty (40) CPA's, one hundred twenty-eight (132) paraprofessionals, and forty-five (23) administrative personnel. On page 6 of this proposal, we provide the names of our professional staff that will be assigned to this engagement.

We can not only fulfill your independent audit requirements but can additionally provide a variety of consulting skills. To summarize our strengths, the reason why you should select H&A because of:

- Our extensive local governmental experience,
- Our extensive Single Audit experience,
- Our experience in assisting governmental entities in obtaining the GFOA Certificate of Achievement,
- Our successful experience in assisting local governments in the implementation of Government Accounting Standard Board (GASB) Pronouncements,
- Our engagement team's qualifications,
- Our ability to perform the audit effectively and efficiently at a high level of technical performance standards,
- Our ability to adhere to agreed upon timetable, due dates, and budgets.
- Our ability to provide governmental consulting services at a local level, and
- Our quality of professional service is demonstrated by our peer review.

To conduct an effective and efficient audit, the auditor must possess a full understanding of the City's unique characteristics. Additionally, the professionals assigned to the engagement should have the expertise and creative capability to assist the City in meeting its financial challenges, to suggest innovative ways to improve operations at reduced costs and to assure a clear accountability of the City's financial affairs.

LICENSE TO PRACTICE IN MISSOURI

Our firm and our key professional staff members of our client service team are properly licensed as Certified Public Accountants in the State of Missouri and hold appropriate permits to practice issued by the Missouri State Board of Accountancy.

INDEPENDENCE

Hood & Associates CPAs, P.C. is an independent certified public accounting firm and as such is independent of the City as defined by the American Institute of Certified Public Accountants under generally accepted auditing standards and the provisions of Government Auditing Standards promulgated by the U.S. Government Accountability Office.

We currently have no professional or other relationship involving the City. We do not have any conflict of interest relative to performing the proposed audit. If any professional or other relationship develops, other than performing the audit, we will provide written notice to the City.

GOVERNMENTAL SERVICES GROUP CONCEPT

To better serve the needs of our governmental clients, we established the Governmental Services Group concept. We have implemented this Services Group concept in the performance of our audits. We have a Service Team that includes professionals who have been involved in serving as auditors for local governments for many years. We understand the economic climate and operations of local governments and serve as consultants and knowledgeable advisors to our clients. We emphasize service to our clients, not merely going through the motions to meet the minimum professional requirements.

We have made the commitment to provide the US Government Accountability Office (GAO) required governmental (Yellow Book) continuing professional education to all our audit staff. Consequently, all professionals assigned to this engagement will meet or exceed the GAO training requirements. We will be staffing this engagement with full-time basis professionals.

UNIFORM GUIDANCE / SINGLE AUDIT EXPERIENCE

The amount of funds provided by the Federal Government to entities for various programs and projects has been an important source of revenue for several years and more recently during the Covid-19 pandemic. We provide Single Audits to numerous governmental and not-for-profit entities which must comply with the Uniform Guidance. We have experience in not only auditing grant programs but assisting clients in obtaining grants, implementing systems and controls to ensure compliance with grant terms and evaluating programs.

On average we perform Single Audits for approximately forty to fifty (40 to 50) major programs each year.

B – Profile of the Firm

QUALITY CONTROL POLICIES, PROCEDURES AND PEER REVIEW

Hood & Associates CPAs, P.C. adheres to the professional standards policies and procedures of the American Institute of Certified Public Accountants Statement on Quality Control Standards, state CPA societies, state Boards of Accountancy, state statutes and other regulatory agencies where applicable.

Additionally, Hood & Associates CPAs, P.C. is a member of the American Institute of Certified Public Accountants' (AICPA) Governmental Audit Quality Center. As a member, we must demonstrate, yearly, that our quality control standards specific to our governmental audit practice complies with the applicable professional standards and other Center membership requirements. Membership provides us with the best and up to date practices, guidelines, and tools that are available to perform quality governmental audits and better serve our clients.

In accordance with Government Auditing Standards and applicable professional standards, we participate in an external quality control review program.

Hood & Associates CPAs, P.C.'s most recent peer review report received a rating of pass and is included as Appendix A with this proposal. Hood & Associates CPAs, P.C.'s peer review includes the review of our governmental audit practices.

FIRM QUALIFICATIONS AND EXPERIENCE

We have extensive experience in engagements for many cities and other governmental entities of all sizes. As an example of our ability to serve an entity such as yours, we have listed below a few of our governmental clients for which Hood & Associates CPAs, P.C. and acquired firms have served as auditors:

- City of Branson, Missouri
- City of Joplin, Missouri
- City of Joplin MO Firemen and Policemen Pension Fund
- City of Knob Noster, Missouri
- City of Maysville, Missouri
- City of Monett, Missouri
- City of Osage Beach, Missouri
- City of Otterville, Missouri
- City of Parkville, Missouri
- City of Rolla, Missouri
- City of St. Joseph, Missouri
- City of Sugar Creek, Missouri
- Clay County Public Health Center
- Clay County, Missouri
- Rolla Municipal Utilities
- City of Leavenworth, Kansas
- City of Emporia, Kansas
- City of Pryor, Oklahoma
- City of Vinita, Oklahoma
- City of Elgin, Oklahoma
- City of Dewey, Oklahoma
- The Police Department of Kansas City, Missouri
- Thirty Ninth Street Transportation Development District
- Hawthorne Development Transportation Development District
- Platte County, Missouri South Transportation Development Districts I and II
- East Hills Community Improvement District
- Truman's Marketplace Community Improvement District and Transportation District
- Fire District No. 1 Leavenworth County, Kansas
- Central Interstate Low-Level Radioactive Waste Compact Commission
- Mid-Continent Public Library
- St. Joseph Public Library
- St. Joseph Regional Port Authority

FIRM QUALIFICATIONS AND EXPERIENCE

STAFF CONTINUITY

A continuing goal of ours is the development and maintenance of a long-term relationship. Our clients typically desire to ensure the continuity of key members of the client service team and associated government specialists. As a matter of policy, we do not require systematic staff rotation, eliminating the concern about repeated "learning curves". It is our goal, however, to foster career growth, encouraging staff members to take on increasing levels of professional responsibility within the scope of each engagement. As promotions occur, we maintain assignments at as many other levels as possible, to assure continuity and consistency. We will notify you regarding any change in partner, manager or supervisory staff assigned to the engagement. In the event that turnover occurs, we will ensure the staff assigned has similar experience and the remaining engagement team members will be responsible for ensuring any new team member understands your organization and issues.

PROFESSIONAL TRAINING

Our firm's primary asset is the experience and capability of our people to render professional services. To ensure the highest level of professional performance, we conduct an extensive recruiting campaign to enable us to employ graduates of high academic achievement and demonstrated leadership qualities. We have made the commitment to provide the U.S. Government Accountability Office (GAO) required governmental (Yellow Book) continuing professional education to all our audit staff. Consequently, all professionals assigned to this engagement will meet or exceed the GAO training requirements. Each individual professional receives over forty (40) hours of formal continuing education guidance on an annual basis.

PERSONNEL ASSIGNED TO THIS ENGAGEMENT

Because of the number of governmental clients that our firm serves, you can be assured that the individuals assigned to your engagement have experience working on similar engagements.

Michael Keenan, CPA	Engagement Partner
Mark Stair, CPA	Engagement Manager
Timothy Fitzgerald	Engagement Senior
Reaghan Payne	Single Audit Specialist
Josue Carreno	Engagement Staff Associate

Michael Keenan, CPA, is licensed in Kansas and Missouri. He has over thirty (30) years of auditing experience primarily in governmental auditing. Mr. Keenan is a member and reviewer of the GFOA Certificate of Achievement Review Committee. He will serve as the Engagement Partner and technical specialist, providing his expertise as needed to the engagement team. He will be available to assist in resolving technical issues and perform a review of the reports issued as a result of this engagement. He will work closely with the entire audit team throughout the audit.

FIRM QUALIFICATIONS AND EXPERIENCE

PERSONNEL ASSIGNED TO THIS ENGAGEMENT (CONTINUED)

Mark Stair, CPA has over twenty (20) years of public accounting experience, in both accounting and auditing. He has extensive audit and review experience for clients in a wide variety of industries including governmental, and non-profit organizations. Industry specialty areas include governments, non-profit organizations and compliance audits. He will work closely with the Engagement Partner.

Timothy Fitzgerald has over twenty-five (25) years of public accounting experience, in both accounting and auditing. He has extensive audit and review experience for clients in a wide variety of industries including governmental, non-profit organizations, and for-profit entities. Industry specialty areas include governments, non-profit organizations and construction contractors. He will work closely with the Engagement Manager.

Reaghan Payne has three (3) years of public accounting experience. Her public accounting experience has been primarily in auditing governmental, including Single Audits, and not-for-profit entities. She will work closely with the Engagement senior.

Josue Carreno has one (1) year of public accounting audit experience, primarily in auditing governmental and not-for-profit entities. He will work closely with the Engagement senior manager and the Engagement senior.

AUDIT PHILOSOPHY AND SPECIFIC APPROACH

Firm Philosophy

Our philosophy in providing audit services is one which has at its core the ultimate purpose of providing parties that place reliance on audit services with reports and financial statements prepared in the highest of professional and ethical standards and presented in accordance with the technical standards of the accounting and auditing profession and in compliance with laws and regulations. To that end, the following goals have been established:

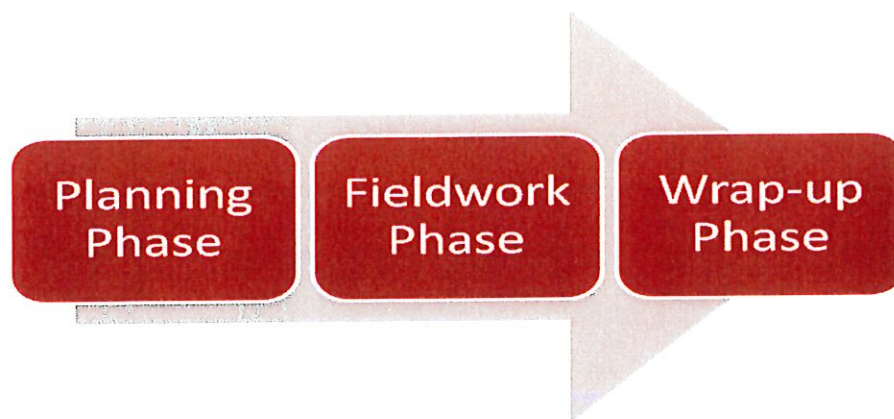
- To keep, of utmost importance and concern, the interest of those parties that place reliance on the audit report.
- To provide our clients with the highest quality of services at reasonable rates.
- To provide timely service.
- The firm's partner in charge and engagement manager will always be available to review progress on any engagement and to consult with the client on the status of work.
- To, always, maintain the highest ethical and technical standards that have been established by the accounting profession.

The Firm's philosophy concerning retention of staff places emphasis on the following areas:

- To strive to employ and retain quality personnel by the creation of an enjoyable everyday work environment, keeping our employees' interests and career goals near the top of our personnel policies.
- To provide all personnel with the opportunity for personal growth and achievement.

Audit Approach

The audits of the financial statements will be performed in phases. The first phase is planning, including staff assignments as well as transition planning. The second phase is the fieldwork audit. The final phase is the wrap-up that will result in the issuance of our report on your financial statements.



AUDIT PHILOSOPHY AND SPECIFIC APPROACH (CONTINUED)

TIMING

We would begin our planning of the September 30, 2023, audit immediately upon notification of being awarded the contract and make every effort to complete the audit by October 31, 2024. The first-year schedule will be determined at an appropriate time after the contract is approved by the City.

Proposed timetable for each succeeding audit of the City of Clinton, Missouri:

Phase One – Planning Phase

- Pre-audit conference and Interim work will be performed before November 1 each year.
- Detailed audit plan and list of client prepared schedules will be provided by before November 1 each year.
- Entrance conference will be held with the City Clerk staff upon execution of the annual engagement letter.

Phase Two – Fieldwork Phase

- Fieldwork will be completed by February 28 for each succeeding year. In addition, progress meetings will be held weekly with the City Clerk to update progress on the engagement and resolve technical issues that may arise. An exit conference will be held with key City personnel at the completion of fieldwork.
- Draft reports and required communications to be delivered on or before March 15 for each succeeding year.

Phase Three – Wrap-up Phase

- Auditor recommendations, revisions, and suggestions for improvements and revised draft of the auditor's report will be provided to the City Clerk by March 22 for each succeeding year.
- Final reports and required communications will be delivered no later than March 31 for each succeeding year, with presentation to the Mayor and City Council at the next regularly scheduled meeting.

AUDIT PHILOSOPHY AND SPECIFIC APPROACH (CONTINUED)

We have developed an audit risk model to enable us to perform effective and efficient audits. This model focuses on the significant and high-risk aspects of an entity such as yours and eliminates the typical inefficient tendencies to spend significant time examining transactions that have little or no importance to the financial statements as a whole.

Phase One – Planning Phase

In the planning phase, we gain an understanding of your operations, evaluate the reliability of your internal controls, and identify any issues that may have audit significance. This phase includes reviewing the internal controls and risk assessment, including computer programs and computer technology security. Upon review of the system, the following additional planning procedures will be performed as required by all the Statements on Auditing Standards issued by the American Institute of Certified Public Accountants and Government Auditing Standards:

- . Document understanding of the external and internal environment.
- . Assess the control structure.
- . Identify potential accounting, auditing, and reporting problems.
- . Estimate likelihood of material misstatement and establish benchmark for planning materiality.
- . Perform preliminary analytical review procedures.
- . Identify the accounting systems to be documented and evaluated.
- . Assess control risk.
- . Finalize audit approach.
- . Conduct planning meetings with the City Clerk and staff.
- . Coordinate timing of the audit effort.
- . Discuss client assistance with the City Clerk and staff.
- . Finalize time budget, staff plan, and work schedules.
- . Schedule and conduct weekly status meetings with the City Clerk

AUDIT PHILOSOPHY AND SPECIFIC APPROACH (CONTINUED)

Phase Two – Fieldwork Phase

The testing phase of the audit encompasses both tests of controls and substantive tests.

Tests of Controls - Test compliance with established control procedures by ascertaining that the significant controls within each system are functioning as described. Particular attention is placed on controls over the processing of information related to the major areas of audit concern. Also test for compliance with applicable laws, regulations, and governmental policies.

Substantive Tests - These tests are designed to provide reasonable assurance as to the validity of the information produced by the accounting system, which appears in the financial statements. The extent of our detailed substantive work will be governed by the results of our tests of controls.

Phase Three – Wrap-up Phase

The wrap-up phase includes overall review and evaluation of audit results. This consists primarily of:

Review for contingencies and subsequent events

Evaluate overall audit results

Evaluate overall reasonableness of the financial statements (analytical procedures)

Issue and submit to the City Clerk our management letter reporting on internal control, any management weaknesses observed, and legal compliance with responses by the affected department heads.

Meet and report to the City Clerk to review and clarify the City's financial statements before final presentation to the City's Mayor and City Council.

The audit documentation for this engagement is the property of Hood & Associates CPAs, P.C. and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a Cognizant or Oversight Agency or its designee, a federal agency providing direct or indirect funding, or the U.S. General Accounting Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Hood & Associates CPAs, P.C. personnel.

AUDIT PHILOSOPHY AND SPECIFIC APPROACH (CONTINUED)

Compliance with Changing Regulatory Requirements

Hood & Associates CPAs, P.C. is dedicated to insuring that our clients are in full compliance with changing regulatory requirements and other related developments. Our firm has an extensive library of Practitioner Publishing Company (PPC) reference guides specific to governmental accounting and auditing. In addition, we maintain a physical library and have access to online reference materials from Governmental Accounting Office, the American Institute of Certified Public Accountants and other regulatory bodies, which includes professional standards, official pronouncements, audit guides and reference books specific to governmental accounting and auditing.

We are members of the AICPA's Governmental Audit Quality Center, which allows us access to vast resources and technical expertise which are usually available only from large national firms. Importantly, each organization keeps us up to date on changing regulatory requirements, new pronouncements and compliance rules, emerging issues, audit alerts, etc.

Policies and Programs Established to Ensure Client Satisfaction

- During the course of our audits, we will conduct -
 - An entrance conference with the City Clerk and staff
 - Weekly progress conferences with the City Clerk
 - An exit conference with the City Clerk

- We strive to meet the requested target due dates; however, the success of doing so is dependent on the full cooperation and timely delivery of the requested financial data to the auditor by the client. If circumstances beyond our control are encountered, which could cause a delay in meeting the required deadlines, we discuss this during our weekly conferences. If additional time is required to complete the audit, we notify the client in writing.

- If we are engaged to audit the City, your management and administrative personnel will have an opportunity for a continuous, year-round dialogue with our governmental specialists. We would suggest that your personnel inform us of potential or existing problems, and we would draw upon our experience with governmental entities to offer advice and counsel in regard to those problems. We would also provide the City with information about and access to the extensive materials we develop each year for governmental entities. Fees for consultation requiring visits to client offices or substantial research would be agreed upon in advance, and at the same rates established in the schedule of fees.

AUDIT PHILOSOPHY AND SPECIFIC APPROACH (CONTINUED)

PROJECT MANAGEMENT APPROACH AND SUPERVISION

The engagement senior manager reviews all areas completed by engagement staff as the work is performed, and reviews predetermined areas of audit risk.

As the audit progresses, the engagement manager will provide the City staff with weekly status reports to clarify progress on completion of the audit. Also, we request weekly meetings to resolve technical issues and to monitor audit performance and compliance. During the final week of fieldwork both the engagement partner and the concurring review partner will perform a detailed analysis and review of the financial statements, footnote disclosures and in-relation-to reports.

We will make every effort to provide draft copies of the September 30, 2023 basic financial statements, required communications, Single Audit report, and compliance reports will be provided to the City Clerk by no later than October 31, 2024.

Before issuance, our administrative staff will review the report for clarity, grammar, mechanical accuracy, and readability.

AUDIT PROCESS – YOUR CHOICE

The audit process does not have to be a stressful and time-consuming process. We understand that you would rather not interrupt your daily activities by dealing with auditors.

By planning and preparing we can help the audit process move efficiently and smoothly. There are several items you can focus on to help move the audit process along and help us get in and out without too many disturbances.

In fact, with your and our planning, preparation, and today's technology, we are able to approach our audits in several ways:

- 1) Spend most of the audit time at your office and the remainder at our office, or
- 2) Spend a little of the audit time at your office and the remainder of time at our office.
- 3) Do our best with your help, to communicate exactly what we need from you as auditors and when we need it. Then reach a reasonable approach to achieve this most important part of a smooth and timely audit.

With today's technology and with your use of our secure client portals, we each can work remotely to achieve results. We can and will be at your office as often as you wish.

**CITY OF CLINTON, MISSOURI
SCHEDULE OF
PROFESSIONAL AUDITING FEES**

	<u>Hours</u>	<u>Standard Hourly Rate</u>	<u>Quoted Hourly Rate</u>	<u>Total Fee</u>
Partner	20	\$ 360	\$ 320	\$ 6,400
Manager	40	250	220	8,800
Senior	76	200	180	13,680
Staff	88	150	120	10,560
Out of pocket expenses				<u>500</u>
Fees for the year ended September 30, 2023 *				<u>\$ 39,940</u>
Fees for the year ending September 30, 2024 *				<u>\$ 41,500</u>
Fees for the year ending September 30, 2025 *				<u>\$ 43,550</u>
Fees for the year ending September 30, 2026 *				<u>\$ 45,700</u>
Fees for the year ending September 30, 2027 *				<u>\$ 48,000</u>
Fees for the year ending September 30, 2028 *				<u>\$ 50,400</u>

**** The hours and fees shown above include the audit of the City of Clinton, Missouri's basic financial statements. The fees do not include fees for a single audit or a submission of an Annual Comprehensive Financial Report. If a single audit is required, the fee for the audit of one (1) major program will be \$4,000. If additional major programs are required to be audited, the fee for each additional program will be \$3,000.***

REFERENCES

As previously noted, our firm has substantial experience in providing professional services to cities and other local governmental entities. The following is a list of some of our governmental engagements that are similar to the proposed engagement with the City:

Client: City of Osage Beach, Missouri
Services: ACFR. audit of the basic financial statements, (with municipally owned water and sewer and airport enterprise funds), including Single for the years ended December 31, 2020 to present.

Annual
Professional Hours: 200
Personnel: Engagement Manager – Michael Keenan, CPA
Engagement Senior – Timothy Fitzgerald

Client Contact: Karri Bell, City Treasurer (573) 302-2039

Client: City of St. Joseph, Missouri
Services: ACFR, Audit of the financial statements, including Single Audit, and the City of St. Joseph, Missouri Police and Pension Fund for the years ended June 30, 2006 through June 30, 2015 and June 30, 2021 to present.

Annual
Professional Hours: 520
Personnel: Engagement Partner – Michael Keenan, CPA
Single Audit Specialist – Reaghan Payne

Client Contact: Tom Mahoney, Associate Director of Finance (816) 271-4759

Client: City of Ia, Missouri, including Rolla Municipal Utilities
Services: Audit of basic financial statements and Single Audits for the years ended September 30, 2019 to present.

Annual
Professional Hours: 380
Personnel: Engagement Partner – Michael Keenan, CPA
Engagement Senior – Timothy Fitzgerald
Engagement Staff – Alex Wagner

Client Contact: Stephanie Rogers, Finance Director (573) 426-6980

F- References

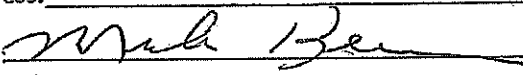
EXHIBIT A. STATEMENT OF QUALIFICATIONS

A.1 The following information should be included in the SOQ:

- All items in Exhibit B
- Addresses of Corporate Office and Branch Office assigned to the Audit, if applicable
- General information about the Firm
- Years of service in the governmental sector
- Name, title, education and work experience of staff to be assigned to the Audit
- Accounting associations of which the Firm is a member

EXHIBIT B. PROPOSAL TO PROVIDE AUDIT SERVICES

B.1 General Information

Name of Firm: Hood & Associates CPAs
Address: 1251 NW Briarcliff Parkway, Kansas City, MO 64116
Federal Tax Identification Number: 73-1432162
Name of Official Completing the Proposal: Michael Keenan
Title: Engagement Partner
Telephone Number: 816-453-7014
Email Address: mkeenan@hoodcpas.com
Signature: 
Date: June 26, 2024
Name of Alternate Contact Person: Tim Fitzgerald
Title: Senior auditor
Telephone Number: 816-453-7014
Email Address: tfitzgerald@hoodcpas.com

B.2 Experience with Public Entities

Provide a list of public entities that the firm has provided audit services. Include the name of the entity, contact person and telephone number. Emphasize local municipalities receiving services similar to those being proposed for the City of Clinton. If the space below is not sufficient, attach a list.

Name of Entity: See page 15 of proposal
Contact Person: _____
Telephone or Email: _____

Name of Entity: _____
Contact Person: _____
Telephone or Email: _____

Name of Entity: _____
Contact Person: _____
Telephone or Email: _____

B.3 Pending Matters

Is there any major litigation pending against the firm? Yes No

If "Yes" is checked, will the resolution of this matter impact the firm's ability to provide service for the City of Clinton? Yes No

Is the firm involved in pending acquisitions, consolidations, or mergers that will impact the firm's ability to serve the City of Clinton? Yes No

Are there any issues that would prevent the firm from entering into a contract or performing services for the duration of the contract? Yes No

If "Yes" is checked, please explain:

B.4 Proposed Audit Fees:

Standard Audit WITHOUT Annual Comprehensive Financial Report:

Year 1: FY ending September 30, 2023	\$ 39,940
Year 1: FY ending September 30, 2024	\$ 41,500
Year 2: FY ending September 30, 2025	\$ 43,550
Year 3: FY ending September 30, 2026	\$ 45,700
Year 4: FY ending September 30, 2027	\$ 48,000
Year 5: FY ending September 30, 2028	\$ 50,400

Standard Audit INCLUDING an Annual Comprehensive Financial Report:

Year 1: FY ending September 30, 2023	\$ 41,940
Year 1: FY ending September 30, 2024	\$ 43,500
Year 2: FY ending September 30, 2025	\$ 45,550
Year 3: FY ending September 30, 2026	\$ 47,700
Year 4: FY ending September 30, 2027	\$ 50,000
Year 5: FY ending September 30, 2028	\$ 52,400

Cost per Single Audit: (One major program)

Year 1: FY ending September 30, 2023	\$ 4,000
Year 1: FY ending September 30, 2024	\$ 4,200
Year 2: FY ending September 30, 2025	\$ 4,400
Year 3: FY ending September 30, 2026	\$ 4,600
Year 4: FY ending September 30, 2027	\$ 4,800
Year 5: FY ending September 30, 2028	\$ 5,000



Muret CPA, PLLC
3326 E. 27th Place
Tulsa, OK 74114

Phone: 918-301-1100
Fax: 918-517-3000
www.muretcpa.com

Tax, Accounting & Financial Services

Report on the Firm's System of Quality Control

August 22, 2023

To the Partners of Hood & Associates, CPAs, P.C. and the Peer Review Committee of the Oklahoma Society of Certified Public Accountants,

We have reviewed the system of quality control for the accounting and auditing practice of Hood & Associates, CPAs, P.C. (the firm) in effect for the year ended December 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act, and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Hood & Associates, CPAs, P.C. in effect for the year ended December 31, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Hood & Associates, CPAs, P.C. has received a peer review rating of *pass*.

Muret CPA PLLC

Muret CPA, PLLC

Proposal for Professional Financial Auditing Services

City of Clinton, Missouri

**For the Contract Periods September 30, 2023 & September 30, 2024, and the subsequent
four periods September 30, 2025 – September 30, 2028**

Submitted June 24, 2024

**Joseph Joyner, CPA
Offices in: St. Louis, MO, Chicago, IL, Gary, IN**

Bid opening 10:00 AM, Wednesday, June 26, 2024

**Mailing Address:
CRWilliams & Associates LLC
Certified Public Accountants
1257 Hornsby Avenue
St. Louis, MO 63147
(219)-944-1615 (Bus)/(866)-834-4294 (Fax)
jjoyner@crwilliams.net**

CRWilliams & Associates LLC

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Cover Letter - Proposal for Professional Financial Auditing Services

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LETTER OF TRANSMITTAL

Statement of Qualifications Exhibits and Pricing and Price Analysis

The Technical Proposal

Proposed Methodology, Approach, Work Plan (Exhibit B),

Team Qualifications and Assurances Regarding Personnel
(Exhibit D, and Exhibit E),

Past Performance and Assurances Regarding the Organization
(Exhibit F and Exhibit G).

Miscellaneous Exhibits/Information:

Minority Business Enterprise (MBE)/Women Business Enterprise (WBE) Participation,
Organizations for the Blind and Sheltered Workshop Preference, and/or Missouri
Service-Disabled Veteran Business Enterprise Participation

- Exhibit H-Participation Commitment
- Exhibit I-Documentation of Intent to Participate

Miscellaneous Information

- Missouri Certificate of Good Standing
- Missouri MBE Certification
- Missouri Licenses
 - Firm License
 - Individual License

1257 Hornsby * St. Louis, Missouri 63147
TEL: (219) 944-1615 * FAX: (866) 834-4294 * www.crwilliams.net

June 15, 2024

Wendee Seaton,
City Clerk
105 E. Ohio
Clinton, MO 64735

We are very pleased for the opportunity to respond to the **RFP** Two-Year City of Clinton Audit Services for the effective date of contract through August 31, 2024. We are licensed by the State of Missouri. This offer is a firm proposal for 60 days and we understand and will comply with the terms and requirements of the RFP documents.

Why should you select CRWilliams & Associates LLC for this project? We are qualified to provide services within the time frame requested and believe we are qualified due to years of experience in providing audit and accounting services to state agencies, county governments, cities, municipalities and others including:

Counties/Cities

Wright County-2006-2007, 2019
Gasconade County-2021
Miller County-2021
Laclede County-2021
Reynolds County-2020 & 2021
Shannon County-2021
Washington County-2020 & 2021
Atchison County-2020 & 2021
Clinton County-2020 & 2021
City of East St. Louis, Illinois 2016-2020
Normandy Fire Protection District 2016-2022
Missouri Department of Natural Resources 2012-2016
City of Cahokia Heights-2021
City of Dellwood, Mo
Canteen Township, Il-2020-2021
Cabrini-Green CDC LAC-2019-2020
Hanley Hills, Mo-2020-2022
Velda Village, Mo-2018-2023

Housing Authorities

Franklin (Missouri) County Public Housing Agency 2003-2007
Blumeyer Village Tenant Management Association-2007
Gary (Indiana) Housing Authority- 2006 - 2008
Cabrini Green (Chicago) Resident Management Corp. 1997-2001
City of Velda Village Missouri 2016 - 2021
City of Gary Chicago International Airport 2020

We are committed to perform this engagement with the highest level of professionalism and respect expected and that comes from working cooperatively with the State of Missouri participants. The accompanying response is a written expression of our qualifications but cannot completely convey the enthusiasm with which we approach this opportunity. We look forward to working with you.

Sincerely,

Joseph Joyner

EXHIBIT A. STATEMENT OF QUALIFICATIONS

A.1 The following information should be included in the SOQ:

- All items in Exhibit B
- Addresses of Corporate Office and Branch Office assigned to the Audit, if applicable
- General information about the Firm
- Years of service in the governmental sector
- Name, title, education and work experience of staff to be assigned to the Audit
- Accounting associations of which the Firm is a member

EXHIBIT B. PROPOSAL TO PROVIDE AUDIT SERVICES

B.1 General Information

Name of Firm: CRWilliams & Associates LLC

Address: 1257 N. Hornsby, 2N, St. Louis, Missouri 63147

Federal Tax Identification Number: 36-4503222

Name of Official Completing the Proposal: Joseph Joyner

Title: Partner

Telephone Number: 219-944-1615

Email Address: jjoyner@crwilliams.net

Signature: Joseph Joyner Digitally signed by Joseph Joyner
Date: 2024.06.21 20:23:52 -05'00'

Name of Alternate Contact Person: John Wright

Title: Partner

Telephone Number: 216-772-7554

Email Address: jr@thewrightcpa.com

B.2 Experience with Public Entities

Provide a list of public entities that the firm has provided audit services. Include the name of the entity, contact person and telephone number. Emphasize local municipalities receiving services similar to those being proposed for the City of Clinton. If the space below is not sufficient, attach a list.

Name of Entity: Exhibit E
Contact Person: _____
Telephone or Email: _____

Name of Entity: Exhibit E
Contact Person: _____
Telephone or Email: _____

Name of Entity: Exhibit E
Contact Person: _____
Telephone or Email: _____

B.3 Pending Matters

Is there any major litigation pending against the firm? Yes No

If "Yes" is checked, will the resolution of this matter impact the firm's ability to provide service for the City of Clinton?Yes No

Is the firm involved in pending acquisitions, consolidations, or mergers that will impact the firm's ability to serve the City of Clinton?Yes No

Are there any issues that would prevent the firm from entering into a contract or performing services for the duration of the contract?Yes No

If "Yes" is checked, please explain:

B.4 Proposed Audit Fees:

Standard Audit WITHOUT Annual Comprehensive Financial Report:

Year 1: FY ending September 30, 2023	\$ 15,008
Year 1: FY ending September 30, 2024	\$ 15,008
Year 2: FY ending September 30, 2025	\$ 16,598
Year 3: FY ending September 30, 2026	\$ 16,598
Year 4: FY ending September 30, 2027	\$ 15,464
Year 5: FY ending September 30, 2028	\$ 15,464

Standard Audit INCLUDING an Annual Comprehensive Financial Report:

Year 1: FY ending September 30, 2023	\$ 19,510
Year 1: FY ending September 30, 2024	\$ 19,510
Year 2: FY ending September 30, 2025	\$ 21,577
Year 3: FY ending September 30, 2026	\$ 21,577
Year 4: FY ending September 30, 2027	\$ 20,103
Year 5: FY ending September 30, 2028	\$ 20,103

Cost per Single Audit:

Year 1: FY ending September 30, 2023	\$ 17,656/\$22,953 wo acfr/acfr
Year 1: FY ending September 30, 2024	\$ 17,656/\$22,953 wo acfr/acfr
Year 2: FY ending September 30, 2025	\$ 19,526/\$25,384 wo acfr/acfr
Year 3: FY ending September 30, 2026	\$ 19,526/\$25,384 wo acfr/acfr
Year 4: FY ending September 30, 2027	\$ 18,893/\$23,651 wo acfr/acfr
Year 5: FY ending September 30, 2028	\$ 18,893/\$23,651 wo acfr/acfr

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COMPANY PROFILE

Firm Profile, Organization, Size, Structure

CRWilliams & Associates LLC is a regional Certified Public Accounting firm providing comprehensive services to private and public sector organizations in the areas of accounting and auditing services for municipal entities, partnerships, corporations, and nonprofit entities. The clients we have served over the years range in size from the pioneering entrepreneur to the established multimillion-dollar municipal corporation. Each is provided with the same level of dedicated professional service.

CRWilliams & Associates LLC has established offices in three cities in the Midwest: Gary, Indiana; St. Louis, Missouri, and Chicago, Illinois. In addition, to our internal structure, we have developed relationships with the Big Four international accounting firms, and with large regional firms, to provide our clients with the expertise to handle their accounting and financial management requirements.

CRWilliams & Associates LLC has established a reputation for quality services and well-thought out procedures to solve our clients' accounting needs. The partners at CRWilliams & Associates LLC have accumulated more than 45 years of accounting experience covering diverse areas of accounting, auditing, taxation, and management advisory services. We have geared our services to solve your problems.

To maintain the competitive edge, CRWilliams & Associates LLC has computerized its services and trained its personnel to be versed in computer technologies. We have utilized our computer acumen to ease the physical burden of our workload. We have never let the computer interfere with our professional judgment.

Our base of accounting and auditing services, are supplemented with comprehensive taxation and management advisory services.

We have developed a network of accounting, tax, and management advisory professionals.

LICENSE /PERMIT TO PRACTICE IN MISSOURI

CRWilliams & Associates LLC is licensed and registered to perform audits in the states of Missouri, Indiana, Illinois, California, New Jersey, Mississippi, Ohio, Michigan and Maryland. We meet or exceed requirements of those States' Board of Accountancy for continuing education.

ENGAGEMENT TEAM LOCATION

The team chosen for this engagement would include the firm's assurance services partner, a quality review manager, an engagement manager, one senior auditor and one staff auditor from the St. Louis Office based at 1257 Hornsby, Suite 2N, St. Louis, Missouri 63147. The assurance services partner will supervise this engagement. CRWilliams & Associates LLC is headquartered in Gary, Indiana at 7863 Broadway, Suite 244, Merrillville, Indiana 46410, with offices in St. Louis, Missouri and Chicago, Illinois.

RANGE OF SERVICES

Our governmental staff consist of nine (9) CPA's, and twelve (12) professional staff members, all with significant audit and accounting experiences accumulated since 1991. We are auditors-of-record preparing GASB-34, and OMB-Circular Uniform Guidance audits for Counties, Cities, Towns, Housing Authorities and other municipal entities.

All staff has significant governmental, nonprofit, and for-profit audit, and tax experience. We service clients in a variety of industries with specialized emphasis on governmental, nonprofit, health-care, small businesses, and professional corporations. We currently serve as auditors for cities, government entities, municipalities, and nonprofit organizations who have single audit compliance requirements.

QUALITY CONTROL POLICIES

Our independent peer review was recently performed by BCA Watson Rice LLP for fiscal year ended December 31, 2020, and our next peer review period ends December 31, 2023. Our staff participates in continuing professional education and are actively involved in organizations such as the American Institute of Certified Public Accountants (AICPA), the Illinois and Missouri Societies of Certified Public Accountants, the Government Financial Officers Association, and the National Society of Black CPA's.

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Our staff participate in continuing professional education and are actively involved in organizations such as the American Institute of Certified Public Accountants (AICPA), the Indiana and Missouri Societies of Certified Public Accountants (MSCPA), and the National Association of Black Accountants (NABA).

Government Auditing Standards, known as the Yellow Book, require audit managers to obtain at least eighty hours of continuing education and training every two years, of which, at least twenty-four of those eighty hours must be directly related to the nonprofit and government environment.

CRW staff's experience with Federal and State grant programs, and Uniform Guidance/OMB A-133 programs, facilitates accumulation, and provides the basis for research for documents meeting the compliance requirements. Our staff experience is supplemented with the requisite industry guidance for nonprofit grantor oversight resource guides, our in-house libraries, questionnaires, checklists, and additional OMB and State guidance. CRW staff's experience is further supplemented by implemented quality control process and supervision reviews.

We established and implemented a program to ensure all our auditors meet the CPE requirements. This program ensures we are proficient in the appropriate accounting principles and standards and in nonprofit and government auditing. We maintain documentation of the education and training and ensure we staff our nonprofit and government engagements with supervision and management professionals who have met yellow book education and experience requirements.

RELATIONSHIP DEVELOPMENT AND AMOUNT OF ASSISTANCE REQUIRED

The desired and/or essential relationships we will establish between the City of Clinton, Missouri being audited, the Missouri State Auditor's Office, and our project team is associated with mutual planning the tasks to perform. Our approach to completing the tasks will involve City of Clinton, Missouri staff's participation, developing the project team's understanding of the environment, and continuous cooperation meeting the engagement objectives. We will need assistance in retrieving and locating documents, preparing confirmations, and some minor copying.

WORK COMPLETION

We strive to complete any engagement work awarded, we have not failed to deliver our product on as contracted. This record of timely delivery is because we staff our jobs with adequate, experienced professionals, including our managing officer, who ensures our engagements are brought in on time and on budget.

MALPRACTICE INSURANCE

CRWilliams & Associates LLC has Errors and Omission insurance of \$2,000,000/\$2,000,000 per occurrence/aggregate.

Overall Supervision Exercised

We will maintain the quality of fieldwork staff by maintaining the assignment of the personnel identified in exhibit C to this engagement. Personnel will not be changed without the express prior written consent of the City of Clinton, Missouri, and only then with personnel of equal or higher experience and education. We will assign staff accountants and provide the City of Clinton, Missouri notification upon contract award.

Affirmative Statement of Independence

CRWilliams & Associates LLC affirms it is independent of the City of Clinton, Missouri as defined by the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. CRWilliams & Associates LLC further affirms no prior personal relationship with the City of Clinton, Missouri or the Office of State Auditor, and is unaware of any current personal relationships maintained with any City of Clinton, Missouri or the State Auditor's staff or officers.

CRWilliams & Associates LLC affirms it will not solicit to perform any additional services for the City of Clinton, Missouri while performing the audit.

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EXHIBIT B

METHOD OF PERFORMANCE

CRWilliams & Associates proposes to provide audit services to a maximum of four counties.

We have propose utilizing one team of auditors performing audit services. The team is staffed with one engagement coordinating partner, one site coordinating manager, one site audit senior, and one site staff auditor. We have scheduled the team to complete field work in 2 - 2.5 weeks of site work with the remainder of the testing and the report preparation completed off site.

We will utilize a secure portal for City of Clinton, Missouri staff provided documents as we continue communication with the varying City of Clinton, Missouri staff responsible for the component environments.

We are prepared to begin the planning activities within two weeks of notification. We propose site work to begin about fifteen days post-the City of Clinton, Missouri's general ledger closing to begin the City of Clinton, Missouri audit. We propose to complete field work and the report drafts by September 17, 2024. Exhibit C identifies the specific staff resources assigned to each City of Clinton, Missouri by the level of staff skills. The schedule of activities within the method of performance identifies each staff person by specific task and hours assigned to the specific task.

The project plan, staffing resources, describes the allocations enabling completion of each City of Clinton, Missouri's audit in a timely manner.

1. If the offeror is not able to accept a contract award for all of the counties proposed, the offeror should specify the maximum number of counties proposed under this RFP for which the offeror is able to accept a contract award. The offeror should not include counties from other contracts in the count.
2. Economic Impact to Missouri - The offeror should respond to the following:

- Provide a description of the proposed services that will be performed and/or the proposed products that will be provided by Missourians and/or Missouri products.

Offeror Response: The proposed services provided by Missourians are the audit for financial and compliance.

- Provide a description of the economic impact returned to the State of Missouri through tax revenue obligations.

Offeror Response: The economic impact returned to the State of Missouri is the state and Saint Louis City earnings and income taxes on the income and earnings generated by this and other engagements. The impact directly sustains a Missouri business in its entrepreneurial efforts. The business efforts result in utilization of Missouri citizens, utilization of products purchased in Missouri resulting in the payment of Missouri payroll taxes, income taxes, local property taxes, and sales taxes. The employment of Missouri citizens enables each to participate in the remittance of income taxes, local property taxes, local earnings taxes and sales taxes. CRWilliams provision of services enables its Missouri clients to meet compliance and other reporting obligations contributing to the reduction in dysfunctional management practices.

- Provide a description of the company's economic presence within the State of Missouri (e.g., type of facilities: sales offices; sales outlets; divisions; manufacturing; warehouse; other), including Missouri employee statistics.

Offeror Response: CRWilliams economic presence within the State of Missouri is experienced through the acquisition of practice space resulting in the employment of landlord/property management personnel encompassing both property management and maintenance. The landlord/property management business efforts result in hiring Missouri citizens, utilization of products purchased in

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Professional Financial Auditing Services

Missouri resulting in the payment of Missouri payroll taxes, income taxes, local property taxes, and sales taxes. The employment of Missouri citizens enables each to participate in the remittance of income taxes, local property taxes, local earnings and sales taxes. CRWilliams has employed two staff accountants, two accounting clerks, a senior accountant and an assurance partner in the Saint Louis office.

METHOD OF PERFORMANCE

We will provide financial and compliance audits, as required based on the Government Audit Standards, report to the City of Clinton, Missouri, electronic and hard copies, and the Federal Audit Clearing House no later than the dates required in RFP. We will incorporate the Government funds and the proprietary funds. An additional component is added to address the additional procedures and reporting requirements of the Annual Comprehensive Financial Report.

CRWilliams utilizes another more experienced CPA firm to oversight CRWilliams' preparation of the Annual Comprehensive Financial Report to supplement the reporting and review practices of CRWilliams in the preparation of the Annual Comprehensive Financial Report. Sikich, LLC is a Chicago-based professional services firm, with an extensive governmental practice incorporating preparation of the Annual Comprehensive Report. The participating office is in St. Louis, Missouri. Sikich, LLC functions as a limited liability corporation, and the firm's practice areas include management consulting, accounting and auditing, technical and logistical support, and tax and financial planning services. Sikich, LLC has developed a highly credentialed professional staff more than 1900 employees. Sikich, LLC is one of the largest accounting (audit, accounting, tax, financial planning, management and business advisory services) firms. In June 2022, Accounting Today listed Sikich, LLC moving from No. 22 to No. 20 among the top 100 accounting firms.

Sikich, LLC was built on the proven integrity, trust, and sound character of its founding partners. CRWilliams believes that good business requires good relationships.

We can begin our planning within two weeks of the notice of award. The auditor shall also be responsible for performing certain limited procedures involving supplementary information required by the Governmental Accounting Standards Board as mandated by generally accepted auditing standards.

CRWilliams cannot participate in the calculation or assume responsibility for computing depreciation and not have to take additional procedures to mitigate a potential independence violation. CRWilliams can and does recalculate through our analysis of the depreciation expense and the accumulated depreciation expense.

Entrance Conference. We will conduct an entrance conference at the beginning of fieldwork to review with the associated management various issues such as any comments relating to internal accounting controls and procedures, related party transactions, fraud issues, and the audit environment. CRWilliams will schedule the entrance conference at a location and time mutually agreed upon by the City of Clinton, Missouri and CRWilliams. CRWilliams shall notify the City of Clinton, Missouri elected officials, the Office of City Administration, the City Clerk, and the City of Clinton, Missouri other indicated participants of the entrance conference.

Focus on Uniform Guidance

Our applicability of the changes in single audit as revised through Uniform Guidance is addressed in identifying the City of Clinton, Missouri will reach threshold or are required by contract to perform single audit testing. We will continue our discussions with the City Clerk regarding Uniform Guidance requirements and reviewing a schedule of data requests.

Our review of the changes in the Single Audit Uniform Guidance audit requirements as revised through the issuance of Uniform Guidance, Single Audit, 2.CFR.200 Subpart F – audit requirements indicate the guidance over 2.CFR.200 Subpart F – Audit Requirements will be effective for audit years beginning after November 2021. The RFP audit period is affected. Uniform Guidance, Single Audit, 2.CFR.200 Subpart F audit requirements replace the audit requirements under OMB Circular Uniform Guidance and will impact the way we plan, and report results under single audits.

The changes in the audit procedures under Uniform Guidance require addressing the change in the Single Audit Threshold (200.501) include – The threshold for requiring a single audit increases from \$500,000 to \$750,000, the threshold increases again with the 2024 changes to \$1,000,000, in federal expenditures. The Type A programs experience and increase in thresholds (200.518) – The lowest level threshold for type A programs has been

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increased from \$300,000 to \$750,000, the threshold increases again with the 2024 changes to \$1,000,000. Type A Program Risk Assessment (200.518 & 200.519) under Uniform Guidance changes to reflect Type A program are considered high risk and subject to audit as a major program if the program has not been audited in the past two years, or if the program had a high risk finding during its most recent audit period. The impact is to increase focus on the internal controls implementation. The planning activities will incorporate prior year findings corrective actions implementation as a part of initial risk assessment.

Type B Program Risk Assessment (200.518 & 200.519) requires the auditor perform an assessment of Type B programs to assess which programs are high risk. Uniform Guidance requires an assessment on Type B programs over 25% of the Type A threshold. The change requirements do not require identifying more high-risk Type B programs than 25% of the number of low-risk Type A programs. The Uniform Guidance encourages an approach leading to different high-risk Type B programs audited as a major program in a given period when selecting the Type B programs to assess for risk. The Percentage of Coverage Rule (200.518) for auditees assessed at low risk indicate the total major programs selected based on the risk assessment discussed above must be at least 20% of the total federal awards expended. For auditees not considered low risk, the percentage coverage is increased to 40%. Under prior OMB guidance, the percentage coverage was 25% for low-risk auditees and 50% for auditees not considered low risk.

The criteria for a low-risk auditee (200.520) requires an auditee to meet all of the conditions described in the Uniform Guidance to be considered a low risk auditee. The conditions take a two-year lookback approach. We have not reiterated the multiple conditions but will address in the planning component reviewing the prior year findings as a component of the initial risk assessment. Audit findings changes (200.516) under Uniform Guidance, the known and likely questioned costs threshold has been raised from \$10,000 to \$25,000. Uniform Guidance directs the Corrective Action Plan prepared by the auditee in response to the audit findings documented separately from the auditor's findings. The Schedule of Expenditures of Federal Awards Disclosures (200.510) under Uniform Guidance adds new disclosures to be included with the SEFA. This includes a requirement to disclose whether or not the entity elected to use the 10% de minimis indirect cost rate.

Our audit will be conducted as required by RFP in accordance with (1) generally accepted auditing standards (GAAS) as promulgated by the American Institute of Certified Public Accountants, (2) Government Auditing Standards as issued, and updated through 2023, by the Comptroller General of the United States, and (3) U.S. OMB Circular UNIFORM GUIDANCE, as required in U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). We will also compile the schedule of expenditures of federal awards for compliance with U.S. OMB Circular Uniform Guidance. If financial statements are not prepared in accordance with generally accepted accounting principles (GAAP), CRWilliams will make the appropriate audit report modifications and disclosures.

SCOPE OF SERVICES

We will conduct an independent financial and compliance audit of the basic financial statements for the two years ended September 30, 2023 and September 30, 2024, for single audit engagements and financial audit of the basic financial statements for the years ended September 30, 2023 and September 30, 2024. The contractor shall include all City of Clinton departments and associated funds comprising the governmental funds as organized as major and non-major funds, proprietary funds and all City of Clinton, Missouri officer's accounts in the scope of the audit, as appropriate, excluding any funds or entities that have been separately audited. The audit will include the required supplementary information schedules, the other supplementary information schedules. The years' where the federal expenditures reach the applicable threshold will activate the single audit component requiring the additional reports required under government auditing standards and uniform guidance. Where the Annual Comprehensive Financial Report is processed CRWilliams will participate enabling the unaudited statistical section.

We will incorporate in our compliance procedures the inclusion of a determination and the reporting of any reduction in tax revenues resulting from an agreement between the City of Clinton, Missouri and the individual/entity in which the City of Clinton, Missouri has agreed to forgo tax revenues it otherwise is entitled in return for the individual/entity taking a specific action after the agreement is entered for economic development or other activities benefiting the City of Clinton, Missouri.

CRWilliams will provide the City with a detailed audit plan listing the schedules to be prepared or provided by the City. We utilize a comprehensive set of work programs as published by PPC's Guide to Audit of Local & State Government. These programs cover key areas relating to the engagement. As part of our engagement planning process each work program is reviewed and customized based on the unique needs of each client. We will review the

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budget, financial statements, organization charts, financial manual, program requirements, and program budgets. The hours will differ by each counties' individual audit environment. The following hours schedule is an estimate of the average hours by single audit and non-single audit engagement.

Schedule of Single Audit Hours by Major Component

		Staff	Senior	Manager	Partner	QC Partner
Planning	84.50	16.90	15.00	37.58	15.03	0.00
Audit Field Work	251.75	117.83	80.95	43.91	9.06	0.00
Audit Report	70.00	10.80	14.40	16.80	12.00	16.00
	406.25	145.53	110.35	98.29	36.09	16.00

Schedule of Non-Single Audit Hours by Major Component

		Staff	Senior	Manager	Partner	QC Partner
Planning	45.43	7.40	6.40	16.60	15.03	0.00
Audit Field Work	251.75	117.83	80.95	43.91	9.06	0.00
Audit Report	62.85	4.38	13.14	15.33	12.00	18.00
	360.03	129.61	100.49	75.84	36.09	18.00

Approach in Drawing Sample Sizes and Extent of Statistical Sampling

Our utilization of sampling in general centers on compliance and control testing of account balances. We use quality control materials from PPC in all our audit engagements. These forms guide our staff through a logical process of assessing inherent risk, control risk, and combined risk, followed by an assessment of appropriate sample size for testing controls over expenditures and legal compliance.

Sample size obtained fall into categories of 25, 40, or 70, depending on the circumstances. The most common scenario would be a selection of 40 or 70 transactions in the first year of our engagement, followed by a sample size of 25 in subsequent years, assuming no significant problems are discovered in the first year. We are usually able to cover a substantial portion of the three categories of testing with one sample, resulting in an efficient transaction-testing phase. The City of Clinton, Missouri is responsible for locating and filing invoices selected for testing.

The City of Clinton, Missouri is responsible for locating invoices and other documents. If certain documents cannot be located such will affect the timeliness and completion of our engagement.

Use of EDP Software in the Engagement

We will use laptop computers and printers during the engagement to run spreadsheets and software to draft your financial statements and typing your audit report on-site.

Analytical Review. In accordance with generally accepted auditing standards (SAS No. 56), analytical reviews will be utilized in the planning process and during the final review stage. Specific procedures would include comparison of actual results to prior years and to adopted budget (as amended), comparison of expected revenue (percent collected) to actual revenue recognized.

Approach to Gain & Document an Understanding of Internal Control Structure

Statements on Auditing Standards No. 55/112/114/115 require us to gain, and communicate, an understanding of the control environment and to assess control risk in planning our audit. In order to accomplish this, we will utilize our Government Organization Planning Form and by discussion with appropriate staff, we will document significant internal control points in the revenue, general ledger, payroll, accounts payable, and purchasing systems.

In addition, an evaluation of the internal controls relative to any data processing operation is performed as an integral part of our financial audit for our audit clients. We will also review the specific controls that relate to each major application that has accounting significance such as payroll, accounts payables, and purchasing systems.

Approach to Determine Laws and Regulations

The primary guidance used to identify appropriate tests of, and document compliance with, laws and regulations will be the applicable *AICPA Guidelines for External Auditors*, the Uniform Guidance audit requirements as revised

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through the issuance of Uniform Guidance, Single Audit, 2.CFR.200 Subpart F – audit requirements and Governmental Accounting, Auditing, and Financial Reporting revised 2020. In addition, we will review organizational documents, contracts and debt covenants to determine which applicable laws and regulations apply and design our tests accordingly.

Identification of Anticipated Potential Problems

We will make an immediate written report to the Office of City Administrator upon identification or indication of the following:

- Indications of un-auditable records or circumstances requiring audit adjustments.
- Indications of defalcation, fraud, abuse, illegal acts, or other irregularities, including all questioned costs found as a result of these acts.

Irregularities and illegal acts. We understand we are to make an immediate, verbal and subsequent written report on all irregularities and illegal acts or indications of illegal acts of which we become aware to the Office of City Administrator.

Reports to issue:

1. A combined report on the fair presentation of the basic financial statements in conformity with generally accepted accounting principles and on the Schedule of Federal Financial Assistance.
2. Reports as required under GAS and Uniform Guidance
3. A report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
4. A report on Compliance with Requirements Applicable to Major Programs and Internal Control Over Compliance in Accordance with OMB Circular Uniform Guidance as applicable.
5. Management letter to the City of Clinton, Missouri's management reporting on findings and questioned costs under Government Auditing Standards, and reporting on matters and concerns other than findings and questioned costs under Government Auditing Standards. We will provide the letter to the State Auditor as a part of the audit report for release on the State Auditor's website.
6. Required Supplementary Information
7. Other Supplementary Information

We will communicate any reportable conditions found during the engagement. A reportable condition will be defined as a significant deficiency in the design or operation of the internal control structure that could adversely affect the organization's ability to record, process, summarize, and report financial data consistent with the assertions of the board in the financial statements. Reportable conditions that are also material weaknesses will be identified as such in the report. Non-reportable conditions discovered would be reported in a separate Management Advisory Comments Letter to the Board. The reports on compliance will include all instances of noncompliance.

The contractor shall work with the City of Clinton, Missouri to determine the number of final signed audit reports the contractor shall provide to the City of Clinton, Missouri upon approval of the final audit report and PDF file. The contractor shall also provide a searchable PDF of the audit report to the audited City of Clinton, Missouri. The contractor shall submit electronic copies to City of Clinton, Missouri using either electronically created (not scanned) PDF files or report source files, such as Word, Excel, Word Perfect, or Quattro.

Reporting to the City of Clinton, Missouri and the Office of State Auditor, and other associated Administrators. As required by Statement on Auditing Standards No. 61, we will make certain the Management is informed of each of the following:

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

Exit Conference. We will conduct an exit conference at the close of fieldwork to review with the associated

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management various issues such as any comments relating to internal accounting controls and procedures. We will also present our observations about the City of Clinton, Missouri's operations. CRWilliams will schedule the exit conference at locations and times mutually agreed upon by the City of Clinton, Missouri and CRWilliams. CRWilliams shall notify the City of Clinton, Missouri elected officials, the Office of Administrator, the City Clerk, and other participants of the exit conference. We will notify any other City of Clinton, Missouri officials or boards to which recommendations are addressed. We will obtain written responses from the applicable officials to the findings for report inclusion.

Work papers are retained for five years and will be made available to appropriate regulatory agencies upon written request. We agree and understand the City of Clinton, Missouri will have the right to access and review any, and all workpapers developed through the audit.

Presentation of the Report to the Management. The engagement partner will present the reports, financial statements, management letter, and SAS 112/115 letter to the Management immediately following the completion of fieldwork. We will provide only the City of Clinton, Missouri, who will provide other applicable federal awarding agencies and pass-through entities with the final audit report. Any request for audit reports from any entity other than the entities indicated are communicated to the City of Clinton, Missouri's for approval and handling.

Communication of Reportable Conditions. Statement on Auditing Standards (SAS) No's. 60/112/114/115, "Communication of Internal Control Structure Related Matters," applies to all audit committees or to individuals with a level of responsibility equivalent to an audit committee in organizations that do not have one. (e.g., the legislative body). For purposes of SAS No. 112, the following definitions apply:

Our consideration of internal control over financial reporting is for a limited purpose and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

EXHIBIT D
TECHNICAL PROPOSAL
TEAM QUALIFICATIONS – LEADERSHIP TEAM MEMBER BIOGRAPHIES

Directions for Vendor: No more than ten (10) auditing team members' biographies will be considered in the evaluation. Biographies should be submitted in the attached format. One (1) member of the auditing team should be identified as the vendor's primary person responsible for the delivery of the project. By including their biographies, the vendor is committing the auditing team members to support the project, should it be awarded.

Name:	Joseph Joyner
Title:	partner
Proposed project role:	Review partner
% of time committed to project:	35%

Education, certifications, and other distinctions:

Degree, certification, or other distinctions	Institution	Date
BA, Economics	UCLA	1972
MBA	Harvard Graduate School of Business	1977
Certified Public Accountant		1983

Employment history:

Organization	Role	Dates
<i>Touché Ross</i>	fiscal controls, indirect cost, financial and feasibility studies	1977-1980
<i>HCA</i>	<i>Managed multiple hospitals as a controller and/or chief financial officer</i>	1980-1984
CRWilliams & Associates	Practice as a cpa firm	1986-present

Specific experience relevant to project:

Topic	Years of experience	Brief description of relevant experience (e.g., specific projects; previous employment)
Governmental Audits	15	See below
Project Leadership	15	See below
Other	25	See below

Other experience or background information:

Joe is licensed to practice as a CPA in Indiana, Illinois, Missouri, and Mississippi and obtained a B.A. degree in Economics from UCLA in 1972 and an MBA from the Harvard Graduate School of Business in 1977. Joe received his CPA license in 1983 and has 26 years of experience performing financial & compliance audits, fiscal controls, indirect cost, financial and feasibility studies with Touché Ross & Co. and McKinley Jones & Associates, CPA's, Lake County, St. Mary Medical and St. Louis Comprehensive Community Health Centers, Gary Community Mental Health Center, D.C. General, Brackenridge Hospital, Southwest Community, Hardin County Memorial, and Lake County Convalescent Home. Joe managed/reviewed municipal and fire protection district audits of The Housing Authority of the City Gary Indiana, Normandy Fire Protection District, Mississippi City of Dellwood, Missouri, Bollinger City of Dellwood, Missouri, Carter City of Dellwood, Missouri, and Independence Missouri Housing Authorities. Joe has taught internal audit seminars to the City of St. Louis internal audit staff in their continuing education program.

EXHIBIT D
TECHNICAL PROPOSAL

TEAM QUALIFICATIONS – LEADERSHIP TEAM MEMBER BIOGRAPHIES

Directions for Vendor: No more than ten (10) auditing team members' biographies will be considered in the evaluation. Biographies should be submitted in the attached format. One (1) member of the auditing team should be identified as the vendor's primary person responsible for the delivery of the project. By including their biographies, the vendor is committing the auditing team members to support the project, should it be awarded.

Name:	Carla Randolph
Title:	partner
Proposed project role:	Engagement partner
% of time committed to project:	65%

Education, certifications, and other distinctions:

Degree, certification, or other distinctions	Institution	Date
Bachelor of Science Accountancy	Southern Illinois University Carbondale	1974
Master's in Business Administration	Southern Illinois University Edwardsville	1977
Certified Information Systems Auditor		2008
Certified Public Accountant		1982

Employment history:

Organization	Role	Dates
Citicorp Mortgage	Accounting Policy Manager	1977 - 1984
Mercantile Bank	Accounting Officer	1984 - 1993
Campbell LLC	Audit Manager	1996 - 2012
Campbell LLC	contract Finance Director for the City of East Saint Louis	2006 - 2012

Specific experience relevant to project:

Topic	Years of experience	Brief description of relevant experience (e.g., specific projects; previous employment)
Governmental Audits	20	See below
Project Leadership	15	See below
Other		See below

Other experience or background information:

Ms. Randolph specializes in providing OMB Uniform Guidance/A-133 audits, contract controller in OMB Uniform Guidance/A-133 environments, and risk management solutions to clients. Ms. Randolph is a Certified Public Accountant and began her career as an Accounting Policy Manager for Citicorp Mortgage. Her experience includes auditing; developing internal controls, policy and procedure; and compliance testing.

Ms. Randolph's background also includes working as a municipal financial officer where she was directly responsible for compliance, risk and control for a city with over \$80 million in transactions. She has been responsible for OMB Uniform Guidance/A-133 reporting for the grantee and for the sub-recipient OMB Uniform Guidance/A-133 requirements. She developed, implemented and tested internal controls, policies, process flows, and procedures used in the execution of deliverables to mitigate risk. She ensured that process flows contained proper segregation of duties and tested to ensure work was being performed in accordance with policy, procedure, contract requirements, laws, and regulations.

Ms. Randolph has, for a number of years, participated in a State of Illinois program reviewing OMB A-133 reports from municipal and nonprofit entities. Ms. Randolph has performed multiple financial and compliance audits whereby she determined if the procedures, processes, and responsibilities were performed in accordance with the internal controls, governing documents, laws, and regulations. For more than 10 years, Ms. Randolph has examined numerous contracts related to financial transactions to ascertain contractual and compliance requirements, obligations and covenants of each party involved.

EXHIBIT D
TECHNICAL PROPOSAL
TEAM QUALIFICATIONS – WORKING TEAM MEMBER BIOGRAPHIES

Directions for Vendor: No more than ten (10) auditing team members' biographies will be considered in the evaluation. Biographies should be submitted in the attached format. One (1) member of the auditing team should be identified as the vendor's primary person responsible for the delivery of the project. By including their biographies, the vendor is committing the auditing team members to support the project, should it be awarded.

Name:	Gina Arandaque
Title:	Audit Manager
Proposed project role:	Audit Manager
% of time committed to project:	100

Education, certifications, and other distinctions:

Degree, certification, or other distinctions	Institution	Date
Bachelor of Science in Accountancy	Holy Name University	2010
Certified Public Accountant		2014

Employment history:

Organization	Role	Dates
CRWilliams & Associates LLC	Audit Manager	2015-present
Wright & Associates CPA	Audit Manager	2009-2015
Ayala Land Inc	Subsidiary Accountant	2006-2009
Ever Consumer Sales, Inc	Accounts Payable Associate	2002-2006

Specific experience relevant to project:

Topic	Years of experience	Brief description of relevant experience (e.g., specific projects; previous employment)
Governmental Audits	9	See below
Other	8	See below

Other experience or background information:

Gina has nearly 15 years of diversified experience in all aspects of accounting, finance and business management. Aside from her proven expertise in accounting, auditing, and financial management, she has demonstrated leadership and communication skills in serving the community as well as in the financial arena. Planning, problem solving, crises management, training and her ability to accommodate are strong points.

- Responsible for practice development, firm administration and providing accounting, auditing and consulting services to public sector and non-profit organizations.
- Directs and performs financial and compliance audits in accordance with Government Auditing Standards and HUD regulations and cost certifications for HUD and OHFA.
- Directed the work of up to six assistants in the performance of audit fieldwork of various non-profit organizations and HUD projects.

Ms. Arandaque has performed financial statement audits for various municipal entities in which she was responsible for developing and executing audit plans as well as assessing internal controls. She interviewed clients to gain an understanding of the entities' internal control structure; documented the controls and process flows; assessed the effectiveness of the controls based on the analysis of samples selected; and made recommendations to strengthen weak controls.

EXHIBIT D
TECHNICAL PROPOSAL
TEAM QUALIFICATIONS – WORKING TEAM MEMBER BIOGRAPHIES

Directions for Vendor: No more than ten (10) auditing team members' biographies will be considered in the evaluation. Biographies should be submitted in the attached format. One (1) member of the auditing team should be identified as the vendor's primary person responsible for the delivery of the project. By including their biographies, the vendor is committing the auditing team members to support the project, should it be awarded.

Name:	Catrina Cruz
Title:	Audit Supervisor
Proposed project role:	Lead Auditor
% of time committed to project:	100%

Education, certifications, and other distinctions:

Degree, certification, or other distinctions	Institution	Date
Certified Internal Auditor		
Certified Public Accountant		
Business International	Seneca College – Toronto, Canada	2024
BSBA (ACCOUNTING)	Xavier University - Philippines	2013

Employment history:

Organization	Role	Dates
CRWilliams & Associates LLC	Supervising Auditor	2024
K2 Group	Accountant	7/2023-2024
Citi	Compliance Officer	7/2021 – 7/2022
China Banking Corp	Assistant Audit Manager	2/2014 – 7/2021

Specific experience relevant to project:

Topic	Years of experience	Brief description of relevant experience (e.g., specific projects; previous employment)
Governmental Audits	10	See below
Other	10	See below

Ms. Cruz has performed financial statement audits for various municipal entities in which she was responsible for developing and executing audit plans as well as assessing internal controls. She interviewed clients to gain an understanding of the entities' internal control structure; documented the controls and process flows; assessed the effectiveness of the controls based on the analysis of samples selected; and made recommendations to strengthen weak controls.

- Planned audit engagements by understanding the nature of client's operations and developing audit procedures based on identified significant risks, mitigating controls and areas for improvement in client's governance, risk management and control processes;
- Supervised implementation of audit engagement plans by monitoring performance of the Audit Team, reviewing audit working papers and ensuring significant audit issues noted that require immediate attention are promptly escalated;
- Reviewed, revised, and drafted audit issues and reports, communicates audit results and monitors status of unresolved audit issues periodically;
- Assisted the Department Head/Vice President in developing the 3-Year Audit Cycle and prioritizing audit engagements to be included in the Audit Plan;
- Led the implementation of audit management system and handles its administrative functions;
- Processes routinely audited: Risk management including model validations, Treasury, Accounting, International Banking, and Insurance Brokerage

- Seasoned auditor with almost ten (10) years of combined experience in audit, compliance, and accounting
- Certified Public Accountant and a Certified Internal Auditor
- Proficient in leading audit engagements from planning to stages, utilizing a risk-based approach to prioritize audit activities

RFP Professional Financial Auditing Services

- Experienced in evaluating financial processes including financial audits and internal controls
- Competent knowledge of GAAP, IFRS, and International Standards for the Professional Practice of Internal Auditing
- Equipped with a comprehensive understanding of international business dynamics

EXHIBIT E
TECHNICAL PROPOSAL
PAST PERFORMANCE

Directions to Vendor: The vendor should provide the overall relevant vendor experience related to this RFP.

Overall Relevant Vendor Experience (succinctly identify experience in each of the qualification areas identified below)	
Governmental Agency Auditing	

Governmental

CRWilliams & Associates LLC is licensed and registered to perform audits in the states of Missouri, Indiana, Illinois and Mississippi. The team members assigned will meet or exceed requirements of those States' Board of Accountancy for continuing education at the beginning of audit activities. The team chosen for this engagement will provide services from the St. Louis Office. The engagement partner will supervise this engagement. CRWilliams & Associates LLC is headquartered in Merrillville, Indiana with offices in St. Louis, Missouri and Chicago, Illinois.

Our governmental staff consist of five (5) CPA's, and (6) professional staff members, all with significant municipal and state audit and accounting experiences. We are, and have been, auditors-of-record preparing GASB-34, and OMB-Circular Uniform Guidance/A-133 audits for Counties, Cities, Towns, Fire Protection Districts and Housing Authorities.

All staff has significant governmental, nonprofit and for-profit audit experiences. We service clients in a variety of industries with specialized emphasis on governmental, nonprofit, healthcare, small businesses, and professional corporations. We have served as auditors for the State of Missouri Department of Natural Resources performing soil and water conservation and state park concessions audits, Illinois State departments' audits, differing state municipalities and nonprofit organizations audits.

CRWilliams performs financial and compliance audits in accordance with Government Auditing Standards and HUD regulations and cost certifications for HUD and OHFA.

CRWilliams developed and executed audit plans as well as assessing internal controls for various municipal entities. The team generates an understanding of the entities' internal control structure; documented the controls and process flows; assessed the effectiveness of the controls based on the analysis of samples selected; and made recommendations to strengthen weak controls. CRWilliams performs financial and compliance audits in accordance with Government Auditing Standards and HUD regulations and cost certifications for HUD and OHFA. CRWilliams team members acquired the capacity by performing either audits, consulting or employed in the following environments:

- State Agency Engagements with the Missouri State Auditor involving financial and compliance audits for multiple Missouri Counties, Uniform Guidance various programs
- Public Sector Audits for City of Alorton Illinois, City of East Saint Louis Illinois – Uniform Guidance/A-133, City of Washington Park Illinois, Stites Township, NEAFPD, City of Velda Village Hills, Village of Hanley Hills, City of Dellwood

Quasi-Governmental,
 See Governmental Above

- Southern Illinois University Alumni Association

- Southern Illinois University Foundation
- East Saint Louis Public Library
- Financial and Uniform Guidance/A-133 audits of Non-Profits:
 - Hazel Bland Center
 - CDBG Corporation

Performance and/or Environmental Auditing

See Governmental Above

- Assessment of City of Gary Indiana Fire Department,
- Missouri Department of Natural Resources performing soil and water conservation and state park concessions audits

EXHIBIT E
TECHNICAL PROPOSAL-CONTINUED
PAST PERFORMANCE CONTINUED

Directions to Vendor: The vendor should provide three (3) past performance reference case studies. Each should have been completed in the past three (3) years. At least two (2) should involve work for a local government agency. The vendor should copy and complete this Exhibit for each case study presented.

CASE STUDY	
Project Title	2016 through 2020 Financial and Compliance Audit
Duration of the Project	Over multiple years
Specific Contact Information:	Organization Name: City of East St. Louis, Illinois Contact Person Name: Dawayne Stewart Telephone Number: 618-482-6785 Email Address: dstewart@cesl.us
The vendor should summarize below the past project's context, objectives, approach and impact achieved relevant to this RFP.	
<p>Our audit was conducted as required by the City of East St. Louis, Illinois in accordance with (1) generally accepted auditing standards (GAAS) and Statements on Standards for Attestation Audits as both promulgated by the American Institute of Certified Public Accountants, (2) Government Auditing Standards as issued, and updated through 2018, by the Comptroller General of the United States, and (3) U.S. OMB Circular Uniform Guidance/A-133, as required. We will also compile the schedule of expenditures of federal awards for compliance with U.S. OMB Circular Uniform Guidance/A-133.</p> <p>We conducted an independent financial and compliance audit of the basic financial statements for the audit year ended.</p> <p>We utilize a comprehensive set of work programs as published by PPC's Guide to Audit of Local & State Government. These programs cover key areas relating to the engagement. We add client specific procedures for performance audits. As part of our engagement planning process each work program is reviewed and customized based on the unique needs of each client. We reviewed the budget, financial statements, organization charts, financial manual and program budgets.</p> <p>We communicated any reportable conditions found during the engagement. Non-reportable conditions discovered would be reported in a separate Management Advisory Comments Letter to the board. The reports on compliance will include all instances of noncompliance.</p> <p>We conducted an exit conference at the close of fieldwork to review with the Board and management various issues such as any comments relating to internal accounting controls and procedures.</p>	

EXHIBIT E
TECHNICAL PROPOSAL-CONTINUED
PAST PERFORMANCE CONTINUED

Directions to Vendor: The vendor should provide three (3) past performance reference case studies. Each should have been completed in the past three (3) years. At least two (2) should involve work for a local government agency. The vendor should copy and complete this Exhibit for each case study presented.

CASE STUDY	
Project Title	Financial and Compliance Audit
Duration of the Project	Multiple years 2007 - 2022
Specific Contact Information:	Organization Name: Northeast Ambulance and Fire Protection District Contact Person Name: Quinten Randolph Telephone Number: 314-382-1501 Email Address: Randolph@northeastfiredistrict.org
The vendor should summarize below the past project's context, objectives, approach and impact achieved relevant to this RFP.	
<p>Our audit was conducted as required by the Northeast Ambulance and Fire Protection District in accordance with (1) generally accepted auditing standards (GAAS) and Statements on Standards for Attestation Audits as both promulgated by the American Institute of Certified Public Accountants, (2) Government Auditing Standards as issued, and updated through 2018, by the Comptroller General of the United States, and (3) U.S. OMB Circular Uniform Guidance/A-133, as required. We will also compile the schedule of expenditures of federal awards for compliance with U.S. OMB Circular Uniform Guidance/A-133.</p> <p>We conducted an independent financial and compliance audit of the basic financial statements for the audit year ended.</p> <p>We utilize a comprehensive set of work programs as published by PPC's Guide to Audit of Local & State Government. These programs cover key areas relating to the engagement. We add client specific procedures for performance audits. As part of our engagement planning process each work program is reviewed and customized based on the unique needs of each client. We reviewed the budget, financial statements, organization charts, financial manual and program budgets.</p> <p>We communicated any reportable conditions found during the engagement. Non-reportable conditions discovered would be reported in a separate Management Advisory Comments Letter to the board. The reports on compliance will include all instances of noncompliance.</p> <p>We conducted an exit conference at the close of fieldwork to review with the Board and management various issues such as any comments relating to internal accounting controls and procedures.</p>	

EXHIBIT E
TECHNICAL PROPOSAL-CONTINUED
PAST PERFORMANCE CONTINUED

Directions to Vendor: The vendor should provide three (3) past performance reference case studies. Each should have been completed in the past three (3) years. At least two (2) should involve work for a local government agency. The vendor should copy and complete this Exhibit for each case study presented.

CASE STUDY	
Project Title	Financial and Compliance Audit
Duration of the Project	Multiple years 2017 - 2023
Specific Contact Information:	Organization Name: City of Velda Village Hills Contact Person Name: Diane Turner Telephone Number: (314)261-7221 Email Address: veldavillage@sbcglobal.net
The vendor should summarize below the past project's context, objectives, approach and impact achieved relevant to this RFP.	
<p>Our audit was conducted as required by the City of Velda Village Hills in accordance with (1) generally accepted auditing standards (GAAS) and Statements on Standards for Attestation Audits as both promulgated by the American Institute of Certified Public Accountants, (2) Government Auditing Standards as issued, and updated through 2020, by the Comptroller General of the United States, and (3) U.S. OMB Circular Uniform Guidance/A-133, as required. We will also compile the schedule of expenditures of federal awards for compliance with U.S. OMB Circular Uniform Guidance/A-133.</p> <p>We conducted an independent financial and compliance audit of the basic financial statements for the audit year ended.</p> <p>We utilize a comprehensive set of work programs as published by PPC's Guide to Audit of Local & State Government. These programs cover key areas relating to the engagement. We add client specific procedures for performance audits. As part of our engagement planning process each work program is reviewed and customized based on the unique needs of each client. We reviewed the budget, financial statements, organization charts, financial manual and program budgets.</p> <p>We communicated any reportable conditions found during the engagement. Non-reportable conditions discovered would be reported in a separate Management Advisory Comments Letter to the board. The reports on compliance will include all instances of noncompliance.</p> <p>We conducted an exit conference at the close of fieldwork to review with the Board and management various issues such as any comments relating to internal accounting controls and procedures.</p>	

EXHIBIT F
ASSURANCES REGARDING THE ORGANIZATION
QUALITY/PEER REVIEW

The vendor hereby affirms that the vendor's organization is a participant in the following external quality/peer review program(s):

Peer Review Alliance Committee
(Name of Program)

Indiana CPA Society/ AICPA Peer Review Program
(Name of Program)

Indicate by placing an "X" on the lines before the statements applicable to the organization.

- The organization hereby affirms the attached quality/peer review report is the audit firm's most current quality/peer review report issued. (Attach a copy of the report.)
- The quality/peer review included a review of government audits.
- The quality/peer review did not include a review of government audits.
- The organization hereby affirms the attached letter of comments (findings and recommendations) represents **ALL** such findings and recommendations received as a result of the organization's most recent quality/peer review.
- The organization hereby affirms **NO** letter of comments (findings and recommendations) was received as a result of the organization's most recent quality/peer review.
- The organization hereby affirms the attached response(s) represents **ALL** responses made by the organization with respect to the organization's most recent quality/peer review.
- The organization hereby affirms the audit firm has never received a quality/peer review.
- The organization hereby affirms a quality/peer review of the firm is currently in process and the report has not yet been issued.
- The organization expects to receive its first quality/peer review in the month of _____ . (List month and year.)

EXHIBIT G
PARTICIPATION COMMITMENT

Minority Business Enterprise/Women Business Enterprise (MBE/WBE) and/or Organization for the Blind/Sheltered Workshop and/or Service-Disabled Veteran Business Enterprise (SDVE) Participation Commitment – If the vendor is committing to participation by or if the vendor is a qualified MBE/WBE and/or organization for the blind/sheltered workshop and/or a qualified SDVE, the vendor must provide the required information in the appropriate table(s) below for the organization proposed and must submit the completed exhibit with the vendor’s proposal.

For Minority Business Enterprise (MBE) and/or Woman Business Enterprise (WBE) Participation, if proposing an entity certified as both MBE and WBE, the vendor must either (1) enter the participation percentage under MBE or WBE, **or** must (2) divide the participation between both MBE and WBE. If dividing the participation, do not state the total participation on both the MBE and WBE Participation Commitment tables below. Instead, divide the total participation as proportionately appropriate between the tables below.

Place a check in the appropriate box below for the county Participation Commitment proposed. There should only be **ONE** box checked. If proposing Participation Commitment for multiple counties, copy and complete this Participation Commitment exhibit for each proposed county.

MBE Participation Commitment Table		
(The services performed or the products provided by the listed MBE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)		
Name of Each Qualified Minority Business Enterprise (MBE) Proposed	Committed Percentage of Participation for Each MBE (% of the Actual Total Contract Value)	Description of Products/Services to be Provided by Listed MBE <i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the MBE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1. CRWilliams & Associates LLC	100%	Product/Service(s) proposed: The contractor shall conduct a financial and compliance audit of the basic financial statements of the City of Clinton, Missouri. 2.1 and 2.3 a-e RFP Paragraph References:
2.	%	Product/Service(s) proposed: RFP Paragraph References:
3.	%	Product/Service(s) proposed: RFP Paragraph References:
4.	%	Product/Service(s) proposed: RFP Paragraph References:

MBE Participation Commitment Table		
(The services performed or the products provided by the listed MBE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)		
Name of Each Qualified Minority Business Enterprise (MBE) Proposed	Committed Percentage of Participation for Each MBE (% of the Actual Total Contract Value)	Description of Products/Services to be Provided by Listed MBE
		<i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the MBE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
Total MBE Percentage:	100%	

EXHIBIT G, continued
PARTICIPATION COMMITMENT

WBE Participation Commitment Table		
(The services performed or the products provided by the listed WBE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)		
Name of Each Qualified Women Business Enterprise (WBE) proposed	Committed Percentage of Participation for Each WBE (% of the Actual Total Contract Value)	Description of Products/Services to be Provided by Listed WBE <i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the WBE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1. N/A	0%	Product/Service(s) proposed: ----- RFP Paragraph References:
2.	%	Product/Service(s) proposed: ----- RFP Paragraph References:
3.	%	Product/Service(s) proposed: ----- RFP Paragraph References:
4.	%	Product/Service(s) proposed: ----- RFP Paragraph References:
Total WBE Percentage:	0%	

EXHIBIT G, continued
PARTICIPATION COMMITMENT

Organization for the Blind/Sheltered Workshop Commitment Table		
<ul style="list-style-type: none"> The services performed or the products provided by the listed Organization for the Blind/Sheltered Workshop must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract. The vendor must either be an organization for the blind or sheltered workshop or must be proposing to utilize an organization for the blind/sheltered workshop as a subcontractor and/or supplier in an amount that must equal, at a minimum, the greater of \$5,000 or 2% of the total dollar value of the contract for purchases not exceeding \$10 million. The vendor may propose more than one organization for the blind/sheltered workshop as part of the vendor's total committed participation. However, the services performed or products provided must still meet the requirements noted herein. 		
Name of Organization for the Blind or Sheltered Workshop Proposed	Committed Participation (\$ amount or % of total value of contract)	Description of Products/Services to be Provided by Listed Organization for the Blind/Sheltered Workshop <i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the organization for the blind/sheltered workshop is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1. N/A	0	Product/Service(s) proposed: ----- RFP Paragraph References:
2.		Product/Service(s) proposed: ----- RFP Paragraph References:
Total Blind/Sheltered Workshop Percentage:	0%	

EXHIBIT G, continued
PARTICIPATION COMMITMENT

SDVE Participation Commitment Table		
(The services performed or the products provided by the listed SDVE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)		
Name of Each Qualified Service-Disabled Veteran Business Enterprise (SDVE) Proposed	Committed Percentage of Participation for Each SDVE (% of the Actual Total Contract Value)	Description of Products/Services to be Provided by Listed SDVE <i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the SDVE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1.N/A	0%	Product/Service(s) proposed: ----- RFP Paragraph References:
2.	%	Product/Service(s) proposed: ----- RFP Paragraph References:
Total SDVE Percentage:	0%	

EXHIBIT H

DOCUMENTATION OF INTENT TO PARTICIPATE

If the vendor is proposing to include the participation of a Minority Business Enterprise/Women Business Enterprise (MBE/WBE) and/or Organization for the Blind/Sheltered Workshop and/or qualified Service-Disabled Veteran Business Enterprise (SDVE) in the provision of the products/services required in the RFP, the vendor must either provide this Exhibit or letter of intent recently signed by the proposed MBE/WBE, Organization for the Blind, Sheltered Workshop, and/or SDVE documenting the following information with the vendor's proposal.

~ Copy This Form For Each Organization Proposed ~

Vendor Name: CRWilliams & Associates LLC

This Section To Be Completed by Participating Organization:

By completing and signing this form, the undersigned hereby confirms the intent of the named participating organization to provide the products/services identified herein for the vendor identified above.

Indicate appropriate business classification(s):

MBE X WBE _____ Organization for the Blind _____ Sheltered Workshop _____ SDVE _____

Name of Organization:

(Name of MBE, WBE, Organization for the Blind, Sheltered Workshop, or SDVE)

Contact Name:	<u>Joseph Joyner</u>	Email:	<u>jjoyner@crwilliams.net</u>
Address (If SDVE, provide MO Address):	<u>1257 Hornsby, 2N</u>	Phone #:	<u>219-944-1615</u>
City:	<u>St. Louis</u>	Fax #:	<u>866-834-4294</u>
State/Zip:	<u>Missouri 63147</u>	Certification #	<u>11475</u>
SDVE's Website Address:		Certification Expiration Date:	<u>(or attach copy of certification) 9/9/2024</u>

Service-Disabled Veteran's (SDV) Name:	<u>(Please Print)</u>	SDV's Signature:	<u></u>
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PRODUCTS/SERVICES PARTICIPATING ORGANIZATION AGREED TO PROVIDE

Describe the products/services you (as the participating organization) have agreed to provide:

CRWilliams & Associates LLC shall conduct an independent financial audit of one (1) or more of the counties listed on the Notice of Award issued by the Division of Purchasing for the Missouri State Auditor's Office, in accordance with the provisions and requirements stated herein, and to the sole satisfaction of the state agency.

Authorized Signature:

Joseph Joyner
 Authorized Signature of Participating Organization
 (MBE, WBE, Organization for the Blind, Sheltered Workshop, or SDVE)

6/18/2024
 Date

EXHIBIT H. continued

DOCUMENTATION OF INTENT TO PARTICIPATE

SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE (SDVE)

If a participating organization is an SDVE, unless the Service-Disabled Veteran (SDV) documents were previously submitted within the past three (3) years to the Division of Purchasing (Purchasing), the vendor **must** provide the following SDV documents:

- ✓ a copy of the SDV's Certificate of Release or Discharge from Active Duty (DD Form 214), and a copy of the SDV's disability rating letter issued by the Department of Veterans Affairs establishing a service connected disability rating, or a Department of Defense determination of service connected disability.

(NOTE: The SDV's Certificate of Release or Discharge from Active Duty (DD Form 214), and the SDV's disability rating letter issued by the Department of Veterans Affairs establishing a service connected disability rating, or Department of Defense determination of service connected disability shall be considered confidential pursuant to subsection 14 of section 610.021, RSMo.)

The vendor should check the appropriate statement below and, if applicable, provide the requested information.

- No, I have not previously submitted the SDV documents specified above to Purchasing and therefore have enclosed the SDV documents.
- Yes, I previously submitted the SDV documents specified above within the past three (3) years to Purchasing.

Date SDV Documents were Submitted: _____

Previous **Proposal/Contract Number** for Which the SDV Documents were Submitted:

(if applicable and known)

(NOTE: If the proposed SDVE and SDV are listed on the Purchasing SDVE database located at <http://oa.mo.gov/sites/default/files/sdvelisting.pdf>, then the SDV documents have been submitted to Purchasing within the past three [3] years. However, if it has been determined that an SDVE at any time no longer meets the requirements stated above, Purchasing will remove the SDVE and associated SDV from the database.)

EXHIBIT I

**BUSINESS ENTITY CERTIFICATION, ENROLLMENT DOCUMENTATION,
AND AFFIDAVIT OF WORK AUTHORIZATION**

BUSINESS ENTITY CERTIFICATION:

The vendor must certify their current business status by completing either Box A or Box B or Box C on this Exhibit.

- | | |
|---------------|---|
| BOX A: | To be completed by a non-business entity as defined below. |
| BOX B: | To be completed by a business entity who has not yet completed and submitted documentation pertaining to the federal work authorization program as described at http://www.uscis.gov/e-verify . |
| BOX C: | To be completed by a business entity who has current work authorization documentation on file with a Missouri state agency including Division of Purchasing. |

Business entity, as defined in section 285.525, RSMo, pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit. The term "business entity" shall not include a self-employed individual with no employees or entities utilizing the services of direct sellers as defined in subdivision (17) of subsection 12 of section 288.034, RSMo.

Note: Regarding governmental entities, business entity includes Missouri schools, Missouri universities, out of state agencies, out of state schools, out of state universities, and political subdivisions. A business entity does not include Missouri state agencies and federal government entities.

BOX A – CURRENTLY NOT A BUSINESS ENTITY

I certify that N/A _____ (Company/Individual Name) **DOES NOT CURRENTLY MEET** the definition of a business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above, because: (check the applicable business status that applies below)

- I am a self-employed individual with no employees; **OR**
- The company that I represent employs the services of direct sellers as defined in subdivision (17) of subsection 12 of section 288.034, RSMo.

I certify that I am not an alien unlawfully present in the United States and if _____ (Company/Individual Name) is awarded a contract for the services requested herein under _____ (RFP Number) and if the business status changes during the life of the contract to become a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo then, prior to the performance of any services as a business entity, _____ (Company/Individual Name) agrees to complete Box B, comply with the requirements stated in Box B and provide the Division of Purchasing with all documentation required in Box B of this exhibit.

Authorized Representative's Name (Please Print)	Authorized Representative's Signature
Company Name (if applicable)	Date

(Complete the following if you DO NOT have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box B, do not complete Box C.)

BOX B – CURRENT BUSINESS ENTITY STATUS	
I certify that N/A _____ (Business Entity Name) MEETS the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530.	
_____ Authorized Business Entity Representative's Name (Please Print)	_____ <i>Authorized Business Entity Representative's Signature</i>
_____ Business Entity Name	_____ Date
_____ E-Mail Address	
<p>As a business entity, the vendor must perform/provide each of the following. The vendor should check each to verify completion/submission of all of the following:</p> <p><input type="checkbox"/>- Enroll and participate in the E-Verify federal work authorization program (Website: http://www.uscis.gov/e-verify; Phone: 888-464-4218; Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;</p> <p style="text-align: center;">AND</p> <p><input type="checkbox"/>- Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include EITHER the E-Verify Employment Eligibility Verification page listing the vendor's name and company ID OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed, at minimum, by the vendor and the Department of Homeland Security – Verification Division. If the signature page of the MOU lists the vendor's name and company ID, then no additional pages of the MOU must be submitted;</p> <p style="text-align: center;">AND</p> <p><input type="checkbox"/>- Submit a completed, notarized Affidavit of Work Authorization provided on the next page of this Exhibit.</p>	

RFP Professional Financial Auditing Services

AFFIDAVIT OF WORK AUTHORIZATION:

The vendor who meets the section 285.525, RSMo, definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now _____ (Name of Business Entity Authorized Representative) as _____ (Position/Title) first being duly sworn on my oath, affirm _____ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that _____ (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

_____	_____
<i>Authorized Representative's Signature</i>	Printed Name
_____	_____
Title	Date
_____	_____
E-Mail Address	E-Verify Company ID Number

Subscribed and sworn to before me this _____ of _____, I am
(DAY) (MONTH, YEAR)
commissioned as a notary public within the County of _____, State of _____
(NAME OF COUNTY)
_____, and my commission expires on _____.
(NAME OF STATE) (DATE)

_____	_____
<i>Signature of Notary</i>	<i>Date</i>

RFP Professional Financial Auditing Services

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C – AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS	
<p>I certify that CRWilliams & Associates LLC (Business Entity Name) MEETS the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.</p> <ul style="list-style-type: none"> • The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor’s name and the MOU signature page completed and signed by the vendor and the Department of Homeland Security – Verification Division • A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months). <p>Date of Previous E-Verify Documentation Submission: <u>5/13/2021</u></p>	
Joseph Joyner	<i>Joseph Joyner</i>
Authorized Business Entity Representative’s Name (Please Print)	<i>Authorized Business Entity Representative’s Signature</i>
CRWilliams & Associates LLC	6/18/2024
Business Entity Name	Date
jjoyner@crwilliams.net	458703
E-Mail Address	E-Verify MOU Company ID Number

STATE OF MISSOURI



John R. Ashcroft
Secretary of State

CORPORATION DIVISION
CERTIFICATE OF GOOD STANDING

I, JOHN R. ASHCROFT, Secretary of State of the STATE OF MISSOURI, do hereby certify that the records in my office and in my care and custody reveal that

CRWilliams & Associates LLC

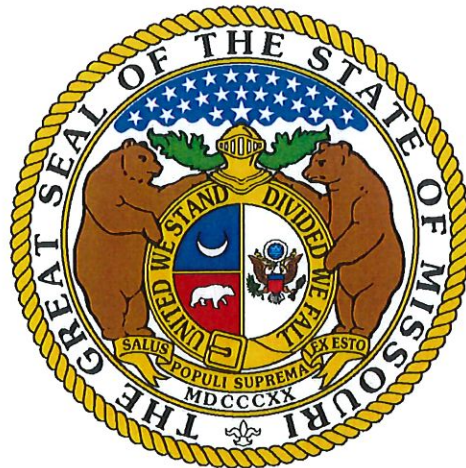
using in Missouri the name

CRWilliams & Associates LLC
FL001690539

a INDIANA entity was created under the laws of this State on the 21st day of December, 2021, and is Active, having fully complied with all requirements of this office.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri. Done at the City of Jefferson, this 22nd day of June, 2024.


Secretary of State



Certification Number: CERT-06222024-0013



Sarah H. Steelman
Commissioner

Corey D. Bolton
Director

STATE OF MISSOURI
OFFICE OF ADMINISTRATION
OFFICE OF EQUAL OPPORTUNITY

THIS CERTIFIES THAT

CRWilliams & Associates LLC

Qualifies as a Minority-Owned Business Enterprise which has met the eligibility criteria established by the State of Missouri, Office of Administration.

Corey D. Bolton, Director, Office of Equal Opportunity

Certification Number: 11475	Date of Issue: 9/9/2021	Date of Expiration: 9/9/2024
-----------------------------	-------------------------	------------------------------

- ❖ Date of Expiration is only valid with completion of Annual Update / Recertification prior to the anniversary date.
- ❖ Current certification status of the above mentioned firm can be verified on the Office of Equal Opportunity Directory's website at: <https://apps1.mo.gov/MWBCertifiedFirms/>

The Division of Professional Registration and its boards are open during the regular business hours of 8:00a.m. to 5:00p.m. Monday through Friday, excluding state holidays (<https://oa.mo.gov/commissioner/state-holidays>).

Did you know that there is a drop box located in the front of the Professional Registration building? Individuals may leave items for the division and its boards any time. We do ask that all items be placed in a sealed envelope labeled with the board name or name of the individual if not located in a board.

Board of Accountancy

[PR Home \(/\)](#) » [Accountancy Home \(accountancy.asp\)](#)

Detail

[[NEW SEARCH](#)] ([accountancy-licensee-search.asp](#))

Licensee Name:	CRWilliams & Associates LLC
Profession:	Limited Liability Company
Address:	1257 Hornsby, 2N
Address Con't:	
City, State Zip:	Saint Louis, MO 63147
County:	St. Louis City
Licensee Number:	2009003277
Original Issue Date:	2/11/2009
Expiration Date:	10/31/2024

Current Discipline Status: None

State of Missouri

Division of Professional Registration
Certified Public Accountant - Individual



VALID THROUGH SEPTEMBER 30, 2025
ORIGINAL CERTIFICATE/LICENSE NO. 2008004251
JOSEPH JOYNER
CRWILLIAMS & ASSOCIATES LLC
7863 BROADWAY, SUITE 244
MERRILLVILLE IN 46410
USA

JOSEPH JOYNER
CRWILLIAMS & ASSOCIATES LLC
7863 BROADWAY, SUITE 244
MERRILLVILLE IN 46410
USA

State of Missouri

Missouri Department of Commerce and Insurance
Division of Professional Registration
Missouri State Board of Accountancy
Certified Public Accountant - Individual



VALID THROUGH SEPTEMBER 30, 2025
ORIGINAL CERTIFICATE/LICENSE NO. 2008004251

JOSEPH JOYNER
CRWILLIAMS & ASSOCIATES LLC
7863 BROADWAY, SUITE 244
MERRILLVILLE IN 46410
USA

Paula Stanger
EXECUTIVE DIRECTOR

Sheila Solon
DIVISION DIRECTOR



City Hall
105 East Ohio Street
Clinton, MO 64735

Telephone 660-885-6121
Fax 660-885-2023
wseaton@cityofclintonmo.com

Volunteer Board/Commission/Committee Application
(PLEASE PRINT)

Name: BILL THOLE Ward: 1 2 3 4

Street Address: 602 E. GREEN ST Zip Code: _____

Home/Cell Phone: 660-525-2609 Home Fax: _____

Business/Cell Phone: _____ Business Fax: _____

E-mail Address: BILL THOLE 602 @ GMAIL.COM

Are you related to any City of Clinton elected officials? If yes, tell us who they are and how they are related.

Do you prefer to be called/e-mailed at your home or business regarding scheduled meetings?

Home Business Either (please check one)

Please identify only those areas where you would like to serve, in order of preference.
(1 being the most desired)

- | | |
|---|--|
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Park Board |
| <input type="checkbox"/> Clinton Regional Airport Board | <input type="checkbox"/> Personnel Board |
| <input type="checkbox"/> Cemetery Board | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Enhanced Enterprise Zone Board | <input checked="" type="checkbox"/> Clinton Tourism Commission |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Clinton Housing Authority Board | |

Please briefly describe why you would like to be appointed to serve the community.

I ENJOY BEING PART OF THE COMMUNITY EVENTS

[Signature]
Signature

6-25-24
Date

(For office use only)

Date Received: _____
Date Distributed: _____
Distributed To: _____

Date Appointed: _____
Term Expires: _____
Notification Letter Mailed: _____
Date Entered Into Database: _____

09/2020

RESOLUTION NO. 14-2024

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE MISSOURI DEPARTMENT OF NATURAL RESOURCES, FINANCIAL ASSISTANCE CENTER'S FUNDING PROGRAMS FOR LOANS AND/OR GRANTS UNDER THE MISSOURI CLEAN WATER LAW (CHAPTER 644, RSMO).

WHEREAS pursuant to the terms of the Missouri Clean Water Law, Chapter 644, Revised Statutes of Missouri, the State of Missouri has authorized the making of loans and/or grants to authorized applicants to aid in the planning and/or construction of specific eligible projects.

NOW, THEREFORE, be it resolved by the City of Clinton:

1. Christina A. Maggi be hereby authorized to execute and file an application on behalf of the City of Clinton with the State of Missouri for a loan and/or grant to aid in the planning of: A project to connect the Stoneridge private sanitary sewer system to the City of Clinton sanitary sewer system.
2. Christina A. Maggi, City Administrator is hereby authorized and directed to furnish such information as the Missouri Department of Natural Resources may reasonably request in connection with the application which is herein authorized, to sign all necessary documents on behalf of the applicant, to furnish such assurances to the Missouri Department of Natural Resources as may be required by statute or regulation, and to receive payment on behalf of the applicant.
3. Resolution No. 07-2024 is hereby rescinded.

Read and passed this ____ day of _____, 2024 by the City Council of the City of Clinton, Missouri.

Carla Moberly, Mayor

ATTEST

Wendee Seaton, City Clerk

28-580100

07/03/2024

CM INVOICE



627 S Cottage St #205 Phone: 816-833-8109
 Independence, MO 64050-4339 Fax: 816-833-8039

**New Remit
 To Address:**

DXP Enterprises, Inc.
 PO Box 840511
 Dallas, TX 75284-0511

INVOICE	
54512092	
Invoice Date	Page
06/27/24	1 of 2
ORDER NUMBER	
14066008	

Bill To:

City of Clinton- Parks/Rec
 Clinton Parks & Recreation
 105 E Ohio Street
 Clinton, MO 64735
 US

Ship To:

City of Clinton- Parks/Rec
 Clinton Parks & Recreation
 105 E Ohio Street
 Clinton, MO 64735
 US

Customer ID: 547295

PO Number		Term Description	Net Due Date	Disc Due Date	Discount Amount	
Signed Quote dated 5.22.24		Net 30	07/27/24	07/27/24	0.00	
Order Date	Pick Ticket No	Primary Salesrep Name		Taker		
05/22/24	15996973	House Alliance Pump		KELLY.PEDEN		
Quantities			Item ID	Pricing UOM	Unit Price	Extended Price
Ordered	Shipped	Remaining	Item Description	Unit Size		

Order Note: PUMP SERVICE LABOR KIT Consists of:
 Field Labor to replace the suction line on the main pool pump at the Artisian Park Pool Complex \$8640.00
 Shop Labor to Prep for the job and load - \$405.00

PUMP SERVICE PARTS KIT Consists of:
 Sch 80 PVC Van Stone Flange 8" - \$128.82
 Sch 80 PVC 90 Degree Elbow 8" - \$256.95
 Water Stop Gaskets 8" (2) - \$41.68
 8" Stainless Steel Flange Kit - \$44.10
 8" Ring Gasket - \$14.47
 Can of PVC Heavy Glue - \$57.34
 Can of Cleaner - \$62.24

SHOP SUPPLIES Consists of:
 Pail of Water Plug Cement - \$103.00

Carrier: BW- PPD & ADD

Tracking #:

Ordered	Shipped	Remaining	UOM	Unit Size	Disp	Item Description	UOM	Unit Price	Extended Price
1.000	1.000	0.000	EA		1.0	(001) PUMP SERVICE LABOR KIT LABOR CONSISTING OF	EA	9,045.0000	9,045.00
1.000	1.000	0.000	EA		1.0	(002) PUMP SERVICE PARTS KIT CONSISTING OF	EA	605.6000	605.60

Pioneering Solutions in Industrial Distribution Since 1908
 ALL SALES SUBJECT TO TERMS AND CONDITIONS AT WWW.DXPE.COM/TERMS.HTML

ORIGINAL



627 S Cottage St #205 Phone: 816-833-0109
 Independence, MO 64050 4339 Fax: 816-833-8035

**New Remit
 To Address:**

DXP Enterprises, Inc.
 PO Box 840511
 Dallas, TX 75284-0511

INVOICE

INVOICE	
54512092	
Invoice Date	Page
06/27/24	2 of 2
ORDER NUMBER	
14066008	

Quantities					Item ID Item Description	Pricing UOM	Unit Price	Extended Price
Ordered	Shipped	Remaining	UOM Unit Size	Disp.		Unit Size		

Total Lines: 2

SUB-TOTAL:	9,650.60
TAX :	0.00
PACKAGING/HANDLING/DELIVERY, IN :	37.32
SHOP SUPPLIES :	103.00
TRUCK CHARGE :	750.00
AMOUNT DUE:	10,540.92
	USD

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ORIGINAL

Artesian Pool suction line that was replaced.

