

Francis M. Gomez
Purchasing Agent



Frank J. Picozzi
Mayor

City of Warwick
Purchasing Division
3275 Post Road
Warwick, Rhode Island 02886
Tel (401) 738-2013
Fax (401) 737-2364

Bid Minutes Thursday, June 8, 2023

RFP2024-055 Auditing & Agreed Upon Procedures Services

Location: The meeting was held at in Meeting Room 2

Present: Jessica Lamprey, Bid Specialist
Lynne Prodger, Treasurer
Angela Murray, Controller

Representatives: **None**

All bids have been properly advertised. A Certification & Warrant Form must be included in each bid or the bid will not be accepted. Vendors are free to view all bids once they are opened. All bids will go to the departments for their review and recommendation.

The next council meetings are June 26, 2023 and July 17, 2023 at Warwick City Hall. The City Council meeting begins at 7:00 P.M. The Finance Committee meeting will be held at 5:00 P.M. The 5:00 P.M. meeting is when vendors are given the opportunity to speak.

Respectively submitted,

Francis M. Gomez
Purchasing Agent

RFP2024-055 Auditing & Agreed Upon Procedures Services

- 3 Bids received

CliftonLarsonAllen LLP
 Two International Place, 22nd Floor
 Boston, MA 02110

Marcum LP
 155 South Main Street, Suite 100
 Providence, RI 02903

Hague, Sahady & Co., CPA's PC
 126 President Avenue
 Fall River, MA 02720

CliftonLarsonAllen, LLP

Fiscal Year Ended	Fee for City Audit	Fee for School Audit	Fee for UCOA Agreed- Upon Procedures Engagement
June 30, 2023	\$95,000.00	\$78,000.00	\$6,900.00
June 30, 2024	\$97,000.00	\$80,000.00	\$7,100.00
June 30, 2025	\$99,000.00	\$82,000.00	\$7,300.00

Cost of Performance Bonds

Year Ended June 30, 2023	\$3,598.00
Year Ended June 30, 2024	\$3,682.00
Year Ended June 30, 2025	\$3,766.00

Hourly Fees for Special "Non-Audit" Services

Partner	\$300.00
Manager	\$220.00
Specialist	\$260.00
Supervisor	N/A
Staff	\$125.00 - \$175.00

RFP2024-055 Auditing & Agreed upon Procedures Services (continued)**Marcum LLP**

Fiscal Year Ended	Fee for City Audit	Fee for School Audit	Fee for UCOA Agreed- Upon Procedures Engagement
June 30, 2023	\$85,000.00	\$69,000.00	\$6,000.00
June 30, 2024	\$86,500.00	\$70,500.00	\$6,000.00
June 30, 2025	\$88,000.00	\$72,000.00	\$6,000.00

Cost of Performance Bonds

Year Ended June 30, 2023	\$750.00
Year Ended June 30, 2024	\$750.00
Year Ended June 30, 2025	\$750.00

Hourly Fees for Special "Non-Audit" Services

Partner	\$449.00
Manager	\$228.00
Specialist	\$213.00
Supervisor	\$198.00
Staff	\$158.00

Hague, Sahady & Co.

Fiscal Year Ended	Fee for City Audit	Fee for School Audit	Fee for UCOA Agreed- Upon Procedures Engagement
June 30, 2023	\$115,000.00	\$80,000.00	\$5,000.00
June 30, 2024	\$116,000.00	\$81,000.00	\$5,000.00
June 30, 2025	\$117,000.00	\$82,000.00	\$5,000.00

Cost of Performance Bonds

Year Ended June 30, 2023	\$600.00
Year Ended June 30, 2024	\$600.00
Year Ended June 30, 2025	\$600.00

Hourly Fees for Special "Non-Audit" Services

Partner	\$275.00
Manager	\$190.00
Specialist	\$165.00
Supervisor	\$120.00
Staff	\$110.00

Francis M. Gomez
Purchasing Agent



Frank J. Picozzi
Mayor

City of Warwick
Purchasing Division
3275 Post Road
Warwick, Rhode Island 02886
Tel (401) 738-2013
Fax (401) 737-2364

Bid Responses

To: Lynne Prodger, Treasury

From: Jessica Lamprey, Bid Specialist

Date: June 8, 2023

BIDS RCVD

3

RFP2024-055 Auditing & Agreed Upon Procedures Services

Your recommendation letter must be received in the Purchasing Division no later than **4:30** on **Monday, June 12, 2023** in order to be included on the docket for the **Monday, June 26, 2023** Council Meeting.

The next Council meeting after that date will be **Monday, July 17, 2023**

Any questions, please feel free to contact me at extension 921-9705

FRANCIS M. GOMEZ
PURCHASING AGENT



FRANK J. PICOZZI
MAYOR

CITY OF WARWICK
PURCHASING DIVISION
3275 POST ROAD
WARWICK, RHODE ISLAND 02886
TEL (401) 738-2013
FAX (401) 737-2364

MEMORANDUM

To: Peder Schaefer, Finance Director
From: Francis M. Gomez, Purchasing Agent
Date: June 6, 2023
Re: Agenda for Thursday, June 8, 2023

The following bid openings will be held on the above-mentioned date in Meeting Room 2 starting at 11:00 am.

RFP2024-055 Auditing & Agreed Upon Procedures Services

June 26th / July 17th

