



KING COUNTY

Signature Report

November 8, 2011

FCD Resolution

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Proposed No. FCD2011-12.2

Sponsors

1 A RESOLUTION authorizing the chair to enter into an amendment
2 to the contract for accounting services between the District and
3 Francis & Company, PLLC.

4 WHEREAS, the King County Flood Control Zone District ("District") entered
5 into a Contract for Accounting Services; and

6 WHEREAS, the Board has determined that it is in the best interests of the District
7 to extend the Contract through December 31, 2012; now, therefore

8 BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KING
9 COUNTY FLOOD CONTROL ZONE DISTRICT:

10 SECTION 1. The chair of the King County Flood Control Zone District is
11

- 12 authorized to enter into the 2012 Amendment to Contract for Accounting Services,
13 Attachment A to this Resolution.
14


FCD Resolution was introduced on and passed by the King County Flood Control District on 11/7/2011, by the following vote:

Yes: 9 - Mr. Phillips, Mr. von Reichbauer, Mr. Gossett, Ms. Hague,
Ms. Patterson, Ms. Lambert, Mr. Ferguson, Mr. Dunn and Mr.
McDermott
No: 0
Excused: 0

KING COUNTY FLOOD CONTROL ZONE
DISTRICT
KING COUNTY, WASHINGTON


Julia Patterson, Chair

ATTEST:


Anne Noris, Clerk of the District

Attachments: A. 2012 Amendment to Contract for Accounting Services King County Flood Control Zone District, adopted November 7, 2011

**2012 AMENDMENT TO
CONTRACT FOR ACCOUNTING SERVICES
KING COUNTY FLOOD CONTROL ZONE DISTRICT**

THIS AMENDMENT amends Sections 1, 2 and 3 of the Contract for Accounting Services between the King County Flood Control Zone District, King County, Washington, a municipal corporation of the State of Washington ("District") and Francis & Company, PLLC ("Accountant") as follows:

A. Amendment of Section 1. Effective January 1, 2012, Section 1 of the Contract is amended as follows:

1. Scope of Services to be Performed by Accountant. The Accountant shall perform the services described in Exhibit "A" to the 2012 Amendment. In performing the services, the Accountant shall comply with all federal, state and local laws and regulations applicable to the services. The Accountant shall perform the services diligently and completely and in accordance with professional standards of conduct and performance.

B. Amendment of Section 2. Effective January 1, 2012, Section 2 of the Contract, as amended by the 2010 Amendment, is further amended as follows:

2. Compensation and Method of Payment. The Accountant shall request payment for work performed using the billing invoice form at Exhibit "B." The District shall pay the Accountant according to the rates set forth in Exhibit "A" to the 2012 Amendment. The total compensation shall not exceed annual budget appropriations for the services.

The Accountant shall complete and return to the District Exhibit "C," Tax Identification Number," prior to or along with the first billing invoice. The District shall pay the Accountant for services rendered within ten (10) days after voucher approval by the Executive Committee Chair.

C. Amendment of Section 3. Effective January 1, 2012, Section 3 of the Contract, as amended by the 2011 Amendment, is further amended as follows:

3. Duration of Agreement. This Agreement shall be in force and effect for a period commencing on March 16, 2009 and ending December 31, 2012, unless sooner terminated or extended under the provisions of this Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the dates written below:

FRANCIS & COMPANY, PLLC.

KING COUNTY FLOOD CONTROL
ZONE DISTRICT

By: _____
CEO/Partner

By: _____
Board Chair

Date: _____

Date: _____

Exhibit A
2012 Amendment to Contract for Accounting Services

Budget:

Not to exceed approved budget of \$95,000

Fees:

Partner \$195

Manager \$145

Senior Accountant \$115

Staff Accountant \$90

Exhibit B
2012 Amendment to Contract for Accounting Services

Tasks	Scope and fees
Meetings with Executive Director, Governing Board, Legal Counsel	Partner or Manager work with Executive Director throughout the year as necessary to ensure that accounting and compliance issues are properly considered in the ongoing operation of the District. These services could include attendance at meetings with the Executive Director, Board or Committee meetings, meetings with legal counsel and state auditor and others.
Conduct Accounting	<p>Work with Executive Director to track expenditures, verify expenditures, conduct periodic compliance monitoring, provide monthly financial statement, maintain accounting information within chart of accounts, maintain general ledger, reporting formats, state auditor coordination and interface, internal control policies and procedures, and fixed asset accounting.</p> <p>Conduct accounting necessary for compliance with grant conditions including the use of federal funds.</p> <p>Assist with other financial and banking items such as but not limited to employer ID number, banking, budgeting and payroll service accounts. All services leading to financial close, preparation and delivery of monthly reports from data supplied by District.</p>
Annual Compilation of financial statements with footnotes and reporting to the Board	Produce a full set of year-end financial statements (including management's discussion and analysis and footnotes) in accordance with generally accepted accounting principles for annual audit.
Audit preparation and support services	Accounting and consulting services to support annual audit of the District, including working with King County departments to gather documents for the financial statements. Oversee the audit process including financial and accountability audits. Provide support during the audit, as the primary financial consultant for the District.
Budget Analysis Support	Undertake special assignments to assess financial performance and trends.