



KING COUNTY
Signature Report

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

November 1, 2011

FD Resolution

Proposed No. FD2011-16.2

Sponsors

1 A RESOLUTION authorizing the chair to enter into an amendment
2 to the contract for accounting services to the King County Ferry
3 District.

4 WHEREAS, in March, 2010, the King County Ferry District (District") entered
5 into a Contract for Accounting Services with Francis & Company, PLLC; and

6 WHEREAS, the District desires to amend the Contract for Accounting Services as
7 set forth in Attachment A to this resolution; now, therefore

8 BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KING
9 COUNTY FERRY DISTRICT:

10 SECTION 1. The chair of the King County Ferry District is authorized to enter

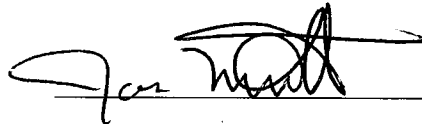
11 into the "2012 Amendment to Contract for Accounting Services", attachment A to this
12 resolution.

13

FD Resolution was introduced on and passed by the King County Ferry District on 10/31/2011, 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 FERRY DISTRICT
KING COUNTY, WASHINGTON



Joe McDermott, Chair

ATTEST:



Anne Noris, Clerk of the District

Attachments: A. 2012 Amendment to Contract for Accounting Services, adopted October 31, 2011

**2012 AMENDMENT TO
CONTRACT FOR ACCOUNTING SERVICES
(Ferry District)**

THIS AMENDMENT amends paragraphs 2 and 3 of the Contract for Accounting Services between the King County Ferry District, King County, Washington, a municipal corporation of the State of Washington ("District") and Francis & Company, PLLC ("Accountant"), as previously amended by the Amendment to Contract for Accounting Services (paragraphs 2 and 3) and the 2011 Amendment to Contract for Accounting Services (paragraph 2), as follows:

A. Amendment of Paragraph 2. Paragraph 2 of the Contract 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 hourly rates set forth in Exhibit "A" attached to the 2012 Amendment to the Contract. The District shall pay the Accountant for services rendered within ten (10) days after voucher approval by the Executive Committee Chair. The total amounts paid for compensation shall not exceed annual budget appropriations for the services.

B. Amendment of Paragraph 3. Paragraph 3 of the Contract is further amended as follows:

3. Duration of Agreement. This Agreement shall be in full force and effect for a period commencing on April 1, 2010 and ending December 31, 2012, and may be extended one or more times for up to two (2) years by written Amendment. 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 2012 Amendment on the dates written below:

FRANCIS & COMPANY, PLLC

KING COUNTY FERRY DISTRICT

By: _____

By: _____
Chair

Date: _____

Date: _____

EXHIBIT A

Tasks	Scope of Work 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	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. 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.
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. Accounting and consulting services to support annual audit to the District, including working with King County departments to gather documents for the financial statements.
Annual Financial and Accountability Audits	Oversee the audit process including financial and accountability audits, provide support during audits, as the financial consultant of the District: Coordinate annual audit with the District's Board, Executive, and Marine Division, attend entrance and exit conferences for annual audit, prepare requested documents for the auditor, walk auditor through the District's financial system and general ledger, explain financial transitions to auditor, and review auditor's reports.
Internal Audits	Review Marine Division's invoices on a monthly basis and conduct periodic tests of Marine Division's expenditures, review

	Marine Division's ridership reports and monthly fare revenue reconciliation reports, perform internal audits of fare revenue and expenditures, and perform compliance test of Interlocal Agreement.
Federal and State Grant Reporting	Monitor on-going administration and reporting compliance and prepare reports for OMB A-133 audits.

Fees (per hour): Partner: \$190. Manager: \$140. Senior Accountant: \$110. Staff Accountant: \$85.