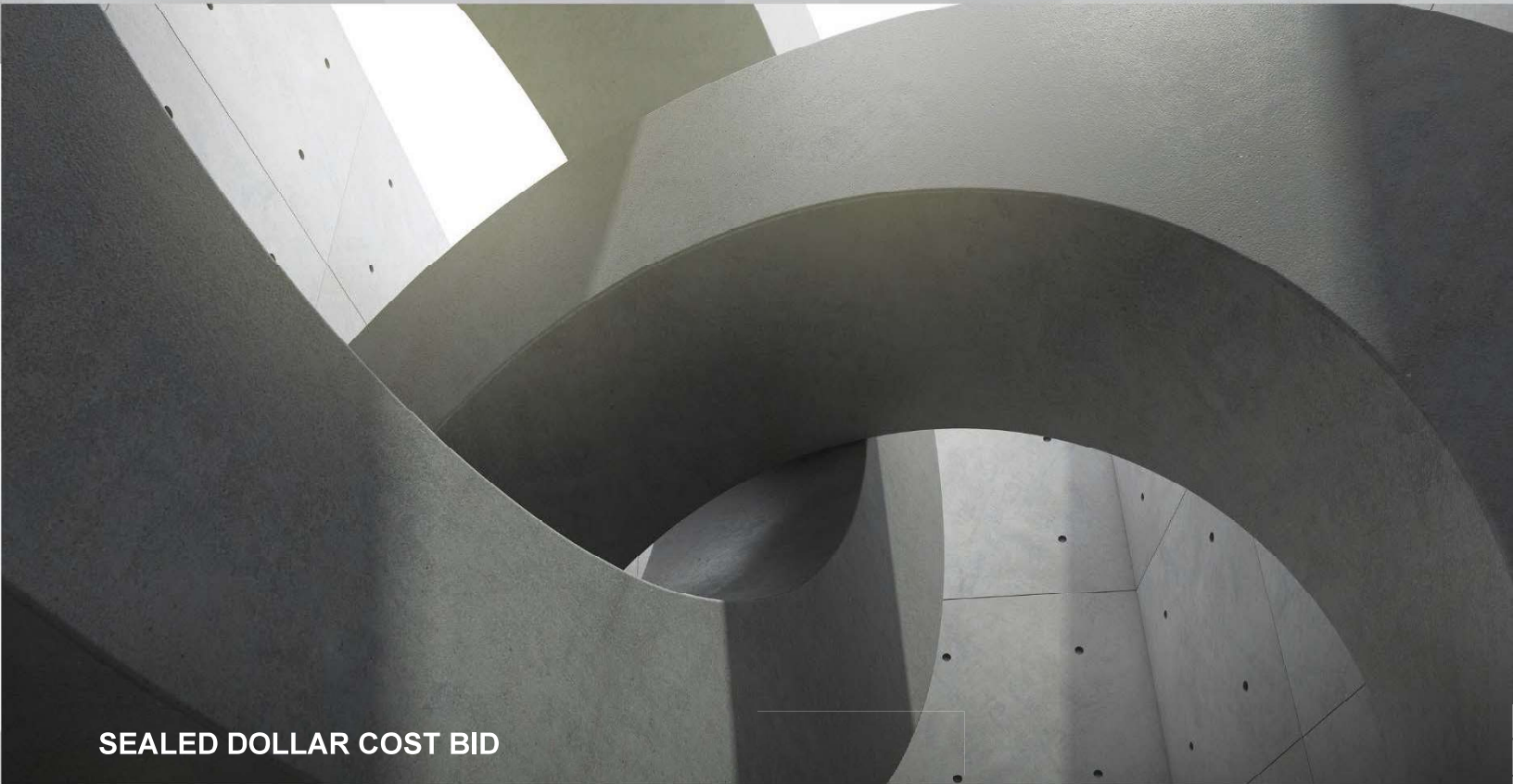


EXHIBIT B

**FORVIS**<sup>TM</sup>



SEALED DOLLAR COST BID

A PROPOSAL FOR

# **The City of North Richland Hills**

RFP 23-006 PROFESSIONAL AUDITING SERVICES

## C. Sealed Dollar Cost Bid

For the convenience of The City of North Richland Hills (the City), **FORVIS** has structured our sealed dollar cost bid according to the requirements in your RFP, and is for a Financial Statement Audit in Accordance with *Government Auditing Standards* and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the Uniform Guidance) and Assistance Preparing the ACFR for the City.

### 1. Total All-Inclusive Maximum Price

The sealed dollar cost bid should contain all pricing information relative to performing the audit engagement as described in this request for proposals. The total all-inclusive maximum price to be bid is to contain all direct and indirect costs. The City will not reimburse Auditor for out-of-pocket expenses. The first page of the sealed dollar cost bid should include the following information:

**a. Name of firm.**

**FORVIS, LLP**

**b. Certification that the person signing the proposal is entitled to represent the firm, empowered to submit the bid, and authorized to sign a contract with the City of North Richland Hills.**

As a partner of FORVIS, Kevin Kemp is entitled to represent the firm, empowered to submit the bid, and authorized to sign a contract with the City.

**c. A total all-inclusive maximum price by year for the financial audit of the annual comprehensive financial report of the City of North Richland Hills for the three fiscal years ending September 30, 2023, 2024, and 2025.**

**d. Total all-inclusive maximum price by year for the single audit of the City of North Richland Hills for the three fiscal years ending September 30, 2023, 2024, and 2025.**

**e. Method to be employed to calculate future year audit costs (i.e. for the two one-year extension options). The City will not be responsible for expenses incurred in the preparation and submission of the response to this request for proposals. Such costs should not be included in the proposal.**

### All-Inclusive Maximum Price

Our goal is to be candid, timely, answer your questions about fees upfront, and avoid fee surprises. We determine our fees by evaluating a number of variables: the complexity of the work, the project's scope, the time we will spend, and the level of professional staff needed.

Our fees may increase if our duties or responsibilities change because of new rules, regulations, and accounting or auditing standards. We will consult with you should this happen.

These fees do not include any time that may be required to address a restatement of previously audited financial statements. Accordingly, any such work will be billed based on our hourly rates.

For the Years Ending September 30	2023	2024	2025
Financial Statement Audit in Accordance with <i>Government Auditing Standards</i>	\$ -	\$	\$
Single Audit in accordance with Uniform Guidance and Texas Grant Management Standards	\$ -	\$	\$
Assistance with preparation of Annual Comprehensive Financial Report	\$	\$	\$
<b>TOTAL</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

## EXHIBIT B

### Future Fees

We anticipate an increase in our professional fees by 5 to 7% annually. If there are significant changes in your operations or changes in accounting or auditing standards, we will meet with you to discuss how these changes will affect your fees.

### 2. Rates for Additional Professional Services

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

FORVIS will perform additional work at the rates provided within this proposal and only if set forth in an additional contract.

### 3. Manner of Payment

**Progress payments will be made on the basis of hours of work completed during the course of the engagement in accordance with the firm's sealed dollar cost bid. Interim billing statements shall cover a period of not less than one calendar month. Billings must include detail reflecting hours worked by staffing levels and estimated hours to completion.**

***Invoices received without this information will be returned unpaid.***

**Invoices for single audit services shall be prepared using the same detail specifications for billings mentioned in the preceding paragraph. Invoices for single audit services shall not include any items other than those performed in connection with the single audit. Interim billing statements for single audit services shall cover a period of not less than one calendar month.**

Our pricing for this engagement and our fee structure is based upon the expectation our invoices will be paid promptly. We will issue monthly progress billings during the course of our engagement and payment of our invoices is due upon receipt. Interest will be charged on any unpaid balance after 30 days at the rate of 10% per annum.

# FORV/S