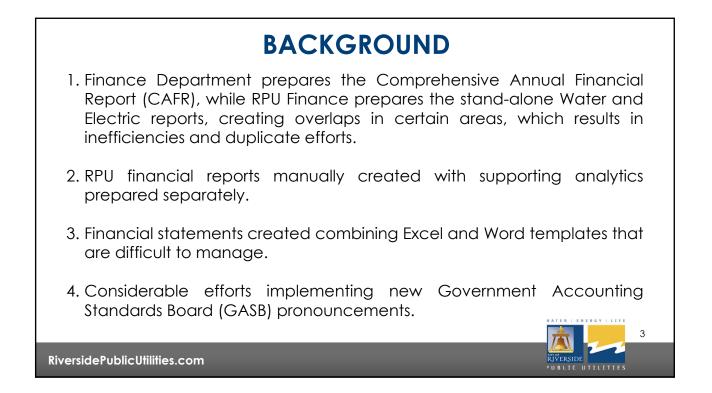


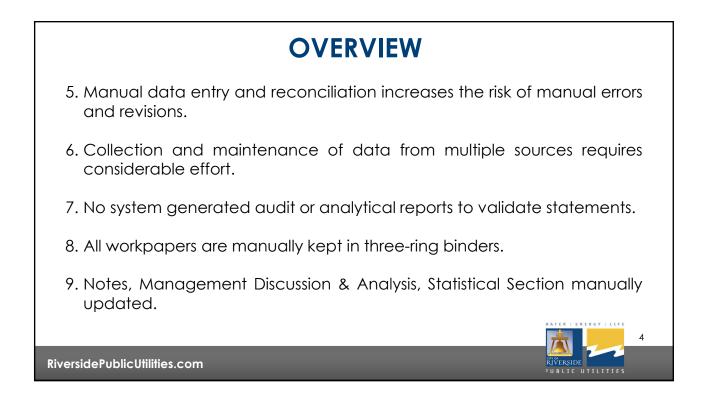
## DISCUSSION

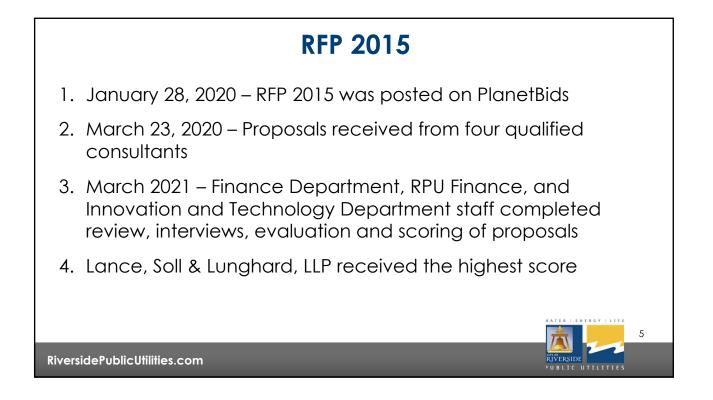
- 1. City Council will consider approving a Professional Consultant Services Agreement with Lance, Soll & Lunghard, LLP, for a software solution to automate preparation of financial reports, in an amount not-to-exceed \$450,649, for a 3 ½ year term with the option to extend for two additional one-year terms through December 31, 2026.
- 2. Board approval is requested for the expenditures related to the Public Utilities financial reports as well as the cost allocation related to the City's Annual Financial Report.



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PHASEI	
Reports Prepared by City Finance:	Cost
Annual Comprehensive Financial Report (ACFR) *	\$103,412
Monthly Financial Statements (Option)	\$1,500
Subtotal	\$104,912
Reports Prepared by RPU Finance:	
Water and Electric Financial Statements **	\$106,712
Monthly Financial Statements (Option)	\$1,500
Quarterly Financial Statements (Option)	\$3,000
RPU Subtotal	\$111,212
Grand Total	\$216,124



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PHASE II (OPTIONS)				
Reports Prepared by City Finance:	-	Cost		
Popular Annual Financial Report (PAFR)		\$7,200		
Successor Agency Financial Report		\$3,000		
Public Financing Authority Financial Report		\$3,000		
Special Transit Financial Report		\$6,000		
Single Audit Report		\$1,500		
State Controller's Reports (4) *		\$24,000		
Phase II Support Services (30 Hours)		\$4,500		
	Subtotal	\$49,200		
Reports Prepared by RPU Finance:				
5-Year Forecast (Partial Automation)		\$10,000		
	<b>RPU Subtotal</b>	\$10,000		
Report Prepared by Parks and Recreation – Special Transit:				
National Transit Database (NTD) Report		\$3,500		
	Subtotal	\$3,500		
* Includes: Implementation Costs (\$10,000) and Licensing Fees (\$14,000)	Grand Total	\$62,700		

## PHASE III (OPTIONS)

Reports Prepared by City Finance:	Cost
Budget Book *	\$113,045
Subtotal	\$113,045
Grand Total for Phase I - Phase III	\$391,869
Licensing Fees (\$35,145)	
Phase   Crand Total	¢017.104
Phase I Grand Total	\$216,124
Phase II Grand Total	\$62,700
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Phase II Grand Total	\$62,700

FUNDING SOURCE					
Fund	Year 1 Cost	5-Year Total Cost	5-Year Total Cost *		
Electric and Water (6000000-421000)	\$91,112	\$232,512	\$267,389		
General (2305000-421000)	\$22,211	\$101,239	\$116,424		
Special Transit (5200200-421000)	\$313	\$15,385	\$17,693		
Sewer (4125000-421000)	\$3,260	\$13,681	\$15,735		
Refuse (4130100-421000)	\$1,811	\$7,600	\$8,739		
Successor Agency (2805000-421000)	\$882	\$6,700	\$7,705		
Self Insurance (2115100-421000)	\$1,237	\$5,195	\$5,975		
Community Development (2855000-421000)	\$630	\$3,547	\$4,079		
Central Garage (2215000-421000)	\$597	\$2,508	\$2,884		
Public Parking (4150000-421000)	\$269	\$1,128	\$1,297		
Housing (2875000-421000)	\$219	\$921	\$1,059		
Airport (2245000-421000)	\$157	\$664	\$764		
Storm Drain (4140200-421000)	\$71	\$300	\$344		
Central Stores (2315200-421000)	\$61	\$254	\$292		
Air Quality Management District (AQMD) (4140100-421000)	\$56	\$235	\$271		
* Includes 15% contingency Grand Total	\$122,886	\$391,869	\$450,469		





## RECOMMENDATION

That the Board of Public Utilities approve an expenditure in the amount of \$267,389 for the Public Utilities financial reports and allocation for the costs associated with the City's Annual Financial Report, as part of Professional Consultant Services Agreement Technology Services with Lance, Soll & Lunghard, LLP, to implement CaseWare software, for services for a three and a half-year term with the option to extend for two additional one-year terms through December 31, 2026.



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