



6550 N. Federal Highway
4th Floor
Fort Lauderdale, FL 33308



support@KMCcpa.com



www.KMCcpa.com



954.771.0896

PROJECT PROPOSAL

for Auditing Services

Prepared for

City of Fort Lauderdale

100 N Andrews Avenue, #619
Fort Lauderdale, FL 33301
P: 954.828.5164 E: kbuffington@fortlauderdale.gov

Issued date
01.23.2017



PROPOSAL FOR ANNUAL FINANCIAL AUDIT SERVICES

Issued on January 23, 2017

Keefe McCullough
6550 N Federal Highway, 4th Floor
Fort Lauderdale, FL 33308

Phone: 954-771-0896

Contact: Bill Benson
Email: Bill.Benson@kmccpa.com



CONTENTS

| | | |
|--------------------------------------|------|----|
| Executive Summary | I | 4 |
| Experience and Qualifications | II | 8 |
| Approach to Scope of Work | III | 15 |
| References | IV | 20 |
| Minority/Women (M/WBE) Participation | V | 23 |
| Subcontractors | VI | 25 |
| Service Team Member Profiles | VII | 27 |
| Required Forms | VIII | 36 |



EXECUTIVE SUMMARY

Section I





January 23, 2017

Mr. Kirk Buffington, CPFIM, CPPO, C.P.M., MBA, Finance Director
And Members of the Audit Selection Committee
City of Fort Lauderdale
100 N Andrews Avenue, #619
Fort Lauderdale, FL 33301

Dear Mr. Buffington and Audit Selection Committee members:

We are pleased to propose to perform auditing services for the City of Fort Lauderdale. It is our understanding that our proposal covers the annual financial and compliance audit of the various funds of the City for the fiscal years ending September 30, 2017, 2018, 2019, 2020 and 2021 with the continuation option of auditing its financial statements for two additional fiscal years.

Our examination of these financial statements will be conducted in accordance with:

1. Generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants (AICPA);
2. Rules of the Auditor General of the State of Florida;
3. Florida Single Audit Act;
4. Standards for financial audits set forth by the U.S. OMB revised Circular A-133, Audits of State, Local Governments and Non-Profit Organizations; and
5. Other authoritative standards.

Keefe McCullough has grown as a partnership for over forty-six (46) years and we are located in Fort Lauderdale to serve the South Florida area. Our office, located at 6550 N Federal Hwy, 4th Floor, Ft. Lauderdale, FL 33308. consists of eight partners, approximately sixty-five professional accounting staff members and administrative support personnel.

We have substantial experience in the areas of internal control and compliance auditing in accordance with Government Auditing Standards ("The Yellow Book"), Federal Single Audits in accordance with OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, the Florida Single Audit Act, and the Rules of the Auditor General of the State of Florida. Due to the concentration of this type of work in our practice, we provide each of our Governmental and non-profit accounting staff members with at least eighty hours of continuing professional education every two years, which directly relates to governmental, other "Yellow Book" audit engagements, or the audit and attestation environment.

Our professional accounting staff level allows us to place a number of trained and supervised service "teams" in the field at the same time. Therefore, we can effectively handle multiple engagements concurrently. You will find the following members of your proposed "service team" to be interested and informed about your City and responsive to your needs:

Kenneth G. Smith, C.P.A.
William G. Benson, C.P.A.
Ross S. Gotthoffer, C.P.A.
Krista A. Micocci

Engagement Partner
Second Review Partner
Manager
Supervisor

A profile for each service team member is included in Section VII for your review.

We appreciate this opportunity to present our firm for your consideration, and we thank you for your interest. We know that the Keefe McCullough service philosophy will best serve your City's present and future auditing needs.

We hereby attest to our authority to submit this proposal and to individually bind Keefe McCullough to perform this audit in accordance with the resulting contract agreement should the firm be selected. This proposal is a firm and irrevocable offer for one hundred and twenty (120) days as of the date of this proposal.

Regards,

KEEFE McCULLOUGH



William G. Benson, C.P.A.
Partner



Successful auditors
share the City's
commitment to
excellence



EXPERIENCE AND QUALIFICATIONS

Section II





4.2.3 Experience and Qualifications

Indicate the firm's number of years of experience in providing the professional services as it relates to the work contemplated.

Keefe McCullough has grown as a firm for over forty-six (46) years and our office consists of eight partners, approximately sixty-five professional accounting staff members and administrative support personnel.

Our practice includes audit and review engagements, tax planning and tax return preparation, small business accounting, investment advisory services and consulting services. We believe our sustained growth can be attributed to our ability to give each client, regardless of size, personalized and timely service of the highest quality.

Our firm participates in the American Institute of Certified Public Accountants Peer Review Program and we received unmodified opinions from all of our peer reviews. We have provided the most recent peer review documentation for your reference at the end of this section. This quality control review included a specific review of the Town of Davie and the City of Sunny Isles Beach, Florida audit workpapers, financial statements and reports.

We have substantial experience in the areas of internal control and compliance auditing in accordance with Government Auditing Standards ("The Yellow Book"), Federal Single Audits in accordance with OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, the Florida Single Audit Act, and the Rules of the Auditor General of the State of Florida. Due to the concentration of this type of work in our practice, we provide each of our Governmental and non-profit accounting staff members with at least eighty hours of continuing professional education every two years, which directly relates to governmental, other "Yellow Book" audit engagements, or the audit and attestation environment.

Our service philosophy is based on the premise that every engagement receives personal overall supervision and attention from a firm partner or partners. This approach guarantees that the same person will be in charge of your City year after year. In this regard, we will be personally involved in the services our firm provides for you. In addition, while the primary purpose of our auditing services is completing the audit of your financial statements and rendering an opinion on their fairness, we pride ourselves in continually looking for, and communicating by management letter or informal discussion, recommendations that may result in more efficient operations, stronger accounting and administrative controls or cost savings to our clients.





Provide details of past projects for agencies of similar size and scope, including information on your firm's ability to meet time and budget requirements.

Our firm presently provides auditing services for a number of governmental entities, not-for-profit organizations, community mental health centers, private and public charter schools, and various other entities. We are very proud to have served as independent auditors for governmental entities similar to yours and have listed them below for your reference.

City of Key West
City of Lake Worth
City of Lauderdale Lakes
City of Lighthouse Point
City of Marathon
City of Margate
City of North Bay Village
City of Plantation

City of South Miami
City of Sunny Isles Beach
Town of Davie
Town of Golden Beach
Town of Pembroke Park
Village of Pinecrest
Village of Sea Ranch Lakes

Keefe McCullough is committed to performing the auditing services within the prescribed time frame and budget requirements as outlined in the City's request for proposal.

Indicate the firm's initiatives towards its own sustainable business practices that demonstrate a commitment to conservation.

Our firm is committed to conservation as evidenced by our completely paperless audit workpapers. We are always pursuing new ways to cut down on paper usage and other forms of waste.

Indicate business structure, IE: Corp., Partnership, LLC. Firm should be registered as a legal entity in the State of Florida.

Keefe McCullough is a registered partnership in the State of Florida. We have included a copy of our license at the end of this section for your review.

Minority or Woman owned Business (if applicable).

Keefe McCullough is not a minority or woman owned business, however we are committed to fair labor standards and have a diverse professional staff.

Company address, phone number, fax number, E-Mail address, web site, contact person(s), etc.

William G. Benson, CPA will be the point of contact for this proposal. You may contact him at our office address, 6550 N Federal Hwy, 4th Floor, Ft. Lauderdale, FL 33308, by phone at 954-771-0896, by fax at 954-938-9353, or by email at Bill.Benson@kmc CPA.com. We also invite you to visit our website at KMCcpa.com.

Relative size of the firm, including management, technical and support staff.

Our firm consists of eight partners, approximately sixty-five professional accounting staff members and administrative support personnel.



AJK

AJK, LLC

CERTIFIED PUBLIC ACCOUNTANTS

P.O. Box 609 □ 405 Second Street □ Manchester, GA 31816
(706) 846-8401 □ Fax (706) 846-3370

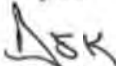
SYSTEM REVIEW REPORT

To the owners
Keefe, McCullough & Co., LLP
And the Peer Review Committee of the Florida Institute of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Keefe, McCullough & Co., LLP (the firm) in effect for the year ended August 31, 2014. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Keefe, McCullough & Co., LLP in effect for the year ended August 31, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Keefe, McCullough & Co., LLP has received a peer review rating of *pass*.


Manchester, Georgia
December 4, 2014

MEMBERS OF
AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
GEORGIA SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS





FICPA Peer Review Program
Administered in Florida by the
Florida Institute of CPAs



AICPA Peer Review Program
Administered in Florida by the
Florida Institute of CPAs

March 26, 2015

Joseph D. Leo, CPA
Keefe, McCullough & Co., LLP
6550 N Federal Hwy., Ste. 410
Fort Lauderdale, FL 33308

Dear Mr. Leo:

It is my pleasure to notify you that on March 19, 2015 the Florida Peer Review Committee accepted the report on the most recent system peer review of your firm. The due date for your next review is February 28, 2018. This is the date by which all review documents should be completed and submitted to the administering entity. If your due date falls between January and April, you can arrange to have your review a few months earlier to avoid having a review during tax season.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Sincerely,

Paul N. Brown, CPA, CGMA
Director of Technical Services

cc: David C. Jordan, CPA

Firm Number: 10036786

Review Number: 366979





PEER REVIEW PROGRAM

is proud to present this

Certificate of Recognition

to

KEEFE, MCCULLOUGH & COMPANY, LLP

For having a system of quality control for its accounting and auditing practice in effect for the year ended August 31, 2014 which has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and which was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

Anita Ford, Chair
AICPA Peer Review Board
2015



RICK SCOTT, GOVERNOR

KEN LAWSON, SECRETARY

**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ACCOUNTANCY**

| | |
|-----------------------|--|
| LICENSE NUMBER | |
| AD0010282 | |

The ACCOUNTANCY PARTNERSHIP
Named below IS LICENSED
Under the provisions of Chapter 473 FS.
Expiration date: DEC 31, 2017

KEEFE, MCCULLOUGH & CO., LLP
6550 N FEDERAL HWY STE 410
FT LAUDERDALE FL 33308



ISSUED: 11/23/2015

DISPLAY AS REQUIRED BY LAW

SEQ # L1511230000892



APPROACH TO SCOPE OF WORK

Section III



4.2.4 Approach to Scope of Work

Provide in concise narrative form, your understanding of the City’s needs, goals and objectives as they relate to the project, and your overall approach to accomplishing the project. Give an overview on your proposed vision, ideas and methodology. Describe your proposed approach to the project. As part of the project approach, the proposer shall propose a scheduling methodology (time line) for effectively managing and executing the work in the optimum time. Also provide information on your firm’s current workload and how this project will fit into your workload. Describe available facilities, technological capabilities and other available resources you offer for the project.

We offer the following proposed engagement timetable for the first year services. This timetable is subject to your review and approval. We are prepared to adhere to this timetable, if selected to provide your auditing services.

| | |
|---|----------------|
| Submit list of assistance required for preliminary and audit field work | August 2017 |
| Commence preliminary field work | August 2017 |
| Circulate confirmations and other correspondence | September 2017 |
| Commence audit field work | December 2017 |
| Issue draft financial statements | January 2018 |
| Issue final financial statements | February 2018 |

The following is a list of current governmental audit clients for the proposed audit team assigned to the City’s account with a September 30 year end:

- | | |
|---------------------------|----------------------------|
| City of Key West | City of Plantation |
| City of Lake Worth | City of South Miami |
| City of Lauderdale Lakes | Town of Davie |
| City of Lighthouse Point | Town of Golden Beach |
| City of Marathon | Village of Pinecrest |
| City of Margate | Village of Sea Ranch Lakes |
| City of North Bay Village | |

Certain municipal clients have auditor “rotation” policies which require a change in firms after a specific time period. We recently rotated off a similar municipal engagement and our team would be dedicated to your engagement.

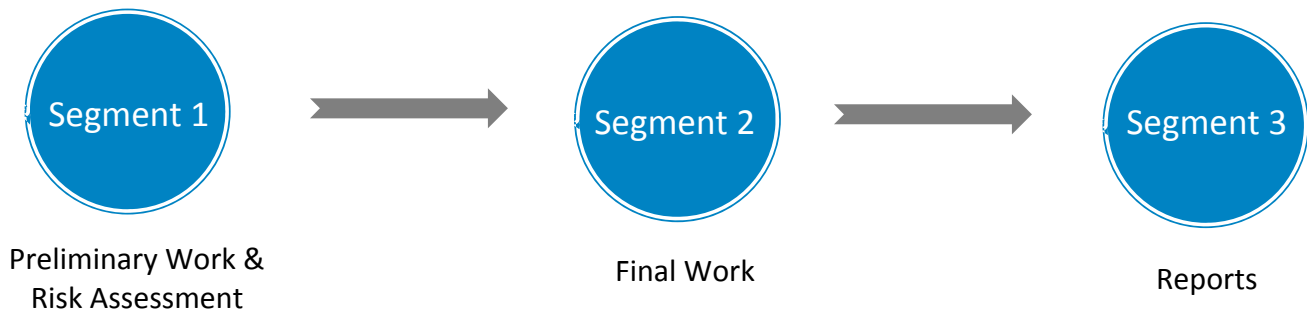
We have provided below a preliminary engagement work plan to perform the financial and compliance audits which involve the government-wide financial statements, the various funds, and the capital assets and long-term debt of the City.

In performing the financial and compliance audits for the City we will follow very detailed and comprehensive audit programs. Further, it is our policy to utilize the talents of our client's personnel wherever and whenever it is feasible to do so in the course of any engagement in order to most efficiently and economically perform the engagement.

The following pages show our summary of the audit work plan:



SPECIFIC AUDIT APPROACH



Segment 1

Preliminary Work & Risk Assessment

The first segment will be performed by three professional staff members and will encompass approximately 300 hours.

Obtain an understanding of the accounting and management systems including documentation of the system of internal control through conferences with the various key finance department personnel and standardized checklists.

Obtain information needed to identify risk assessment by making certain inquiries and considering fraud risk factors and other information.

Obtain an understanding of the various funds, capital assets and long-term debt utilized.

Review the grants, contracts and various revenue sources and complete "Single Audit" checklist for determination of compliance audit and reporting requirements for both Federal and State single audit purposes.

Review of bond indenture covenants and pertinent ordinances for determination and completion of compliance audit requirements.

Assess control risk and determine extent of testing.

Review and perform certain transaction and procedural tests which will include the examination of source documents. These tests of the system will include tests of cash receipts and disbursements, sales and utility billing, compliance, and payroll. Audit samples will be determined based on transaction size and number of total transactions.



Segment 1

Preliminary Work &
Risk Assessment

Perform preliminary analytical review procedures.

Review council and other pertinent minutes.

Perform compliance audit procedures where necessary.

Coordinate preparation of confirmation requests.

Working paper review.

Plan the additional segments of the financial audit procedures with the City's finance personnel including a list of schedules and working papers to be prepared by client personnel.

Segment 2

Final Work

The second segment will be performed by five professional staff members and will encompass approximately 800 hours.

Perform various tests and validation procedures on selected asset, liability and equity accounts in all funds and for capital assets and long-term debt. Examine certain revenue and expenditure accounts in all funds.

Send confirmations where applicable.

Send correspondence to attorneys as necessary.

Perform final compliance testing as necessary.

Perform final analytical procedures.

Obtain a management representation letter.

Working paper review and proposed journal entry approval.

Exit conference with City Manager.

Sample sizes in the various phases of the engagement would be determined based on population sizes, audit objectives and nature of transaction and/or account. We have standardized checklists and audit software that assists in the selection of these samples. Additionally, we would utilize both "statistical" and "non-statistical" methods to select certain test transactions.



Segment 2

Final Work

We will also utilize various forms of analytical procedures to accomplish certain audit objectives. We anticipate areas of concentration subject to analytical procedures to be services revenues and expenditures. We retain the right to use judgment as to the extent of analytical procedures to be used based mainly on the results of other testing completed.

In addition, we utilize personal computers and paperless audit software, where applicable, in connection with our audit workpaper preparation and documentation.

Segment 3

Reports

The third segment will be performed by three professional staff members and will encompass approximately 300 hours.

Preparation of the Basic Financial Statements.

Preparation of Reports on Internal Controls and Compliance.

Preparation of Report on Compliance and Internal Control over Compliance Applicable to Each Major Federal Program and State Project in accordance with OMB Circular A-133.

Preparation of Report to City Management which will include any material weaknesses and any irregularities and illegal acts.

Preparation of the management letter.

Review of the financial statements, reports and other information.

Cold review of the financial statements, reports and other information.



REFERENCES

Section IV



4.2.5 References

Provide at least three references, preferably government agencies, for projects with similar scope as listed in this RFP. Information should include:

- Client name, address, contact person telephone and E-mail addresses.
- Description of work.
- Year the project was completed.
- Total cost of the project, estimated and actual.

Mr. Mark Finigan, Finance Director

City of Key West

3104 Flagler Avenue

Key West, FL 33040

Phone: 305-809-3821

E-mail: mfinigan@cityofkeywest-fl.gov

Scope of services:

Annual financial and compliance audits of the City

Assistance in helping the City obtain the Certificate of Achievement for Excellence in Financial Reporting issued by the Government Finance Officers Association

Assistance in helping the City comply with the requirements of Governmental Accounting Standards Board Statements and related pronouncements

Date of project: 2008 through present

Project cost (estimated / actual): \$100,000 / \$100,000

Engagement Partners: William G. Benson, C.P.A. / Israel J. Gomez, C.P.A.

Ms. Mary Fowler, Controller

City of Plantation, Florida

400 N.W. 73rd Avenue

Plantation, FL 33317

Phone: 954-797-2202

E-mail: mfowler@plantation.org

Scope of services:

Annual financial and compliance audits of the City and its blended component units

Assistance in helping the City comply with the requirements of Governmental Accounting Standards Board Statements and related pronouncements

Date of project: 1994 through present

Project cost (estimated / actual): \$90,000 / \$90,000

Engagement Partners: William G. Benson, C.P.A.

Ms. Corinne V. Elliott, Controller

City of Lake Worth, Florida

7 North Dixie Highway

Lake Worth, FL 33460

Phone: 561-586-1654

E-mail: celliott@lakeworth.org

Scope of services:

Annual financial and compliance audits of the City

Assistance in helping the City obtain the Certificate of Achievement for Excellence in Financial Reporting issued by the Government Finance Officers Association

Date of project: 2014 through present

Project cost (estimated / actual): \$85,000 / \$85,000

Engagement Partners: Israel J. Gomez, C.P.A.



Mr. William W. Ackerman, Budget and Finance Director

Town of Davie

6591 Orange Drive

Davie, FL 33314

Phone: 954-797-1050

E-mail: william_ackerman@davie-fl.gov

Scope of services:

Annual financial and compliance audits of the Town

Assistance in helping the Town obtain the Certificate of Achievement for Excellence in Financial Reporting issued by the Government Finance Officers Association

Date of project: 2013 through Present

Project cost (estimated / actual): \$80,000 / \$80,000

Engagement Partners: Israel J. Gomez, C.P.A.

Ms. Mary Beazley, Finance Director

City of Margate

5790 Margate Boulevard

Margate, FL 33063

Phone: 954-972-6454

E-mail: mbeazley@margatefl.com

Scope of services:

Annual financial and compliance audits of the City

Assistance in helping the City obtain the Certificate of Achievement for Excellence in Financial Reporting issued by the Government Finance Officers Association

Date of project: 2016 through present

Project cost (estimated / actual): \$80,000 / \$80,000

Engagement Partners: Cynthia L. Calvert, C.P.A. / William G. Benson, C.P.A.

In addition to performing over fifteen (15) South Florida municipalities, our firm presently audits over sixty (60) school audits and over one hundred (100) South Florida not-for-profit organizations.



MINORITY/WOMEN (M/WBE) PARTICIPATION

Section V





4.2.6 Minority/Women (M/WBE) Participation

If your firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985, provide copies of your certification(s). If your firm is not a certified M/WBE, describe your company's previous efforts, as well as planned efforts in meeting M/WBE procurement goals under Florida Statutes 287.09451.

Keefe McCullough is not a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985. We do however have a diverse professional staff and are committed to fair labor standards.



SUBCONTRACTORS

Section VI



4.2.7 Subcontractors

Proposer must clearly identify any subcontractors that may be utilized during the term of this contract.

We do not plan to subcontract any of the work during the term of this contract.





TEAM MEMBER PROFILES

Section VII





KENNETH G. SMITH, C.P.A.

Partner

EXPERIENCE

28 years at Keefe McCullough

EDUCATION

B.B.A. (Accounting)
Florida Atlantic University

PROFESSIONAL ORGANIZATIONS

American Institute of Certified Public Accountants
Florida Institute of Certified Public Accountants
Government Finance Officers Association

COMMUNITY LEADERSHIP

Board member for various charitable organizations

Member of Government Finance Officers' Association

President of a large homeowner's association

Coral Springs Youth Soccer (sponsor and coach)

Past President of Deer Pointe Homeowners Association, Inc.

EXPERIENCE

Ken Smith has attended numerous seminars and courses dealing with accounting, auditing, financial reporting, taxation and compliance of retirement plans. He has also attended numerous seminars and courses dealing with accounting and audit problems and reporting and disclosure issues (these courses include accounting and reporting for nonprofit organizations, governmental entities and the Federal and Florida Single Audit Acts). Ken has assisted municipalities and other governmental entities in planning for and implementing GASB-67, Financial Reporting for Pension Plans and GASB-68, Accounting and Financial Reporting for Pensions. Ken is the Partner in charge of continuing professional education for our firm including the implementation of new pronouncements for GASB or FASB.

Ken is experienced and qualified with respect to "Yellow Book", OMB Circular A-133 and Rules of the Auditor General of the State of Florida compliance auditing and reporting. He is experienced with various governmental reporting, implementation and compliance issues including the Certificate of Achievement for Excellence in Financial Reporting program, pensions, Federal, State and local rules, regulations and reporting, and GASB 34 reporting. Ken assists his clients with special audit requirements, agreed upon procedures engagements and reporting needs for various county franchise areas for waste hauling companies.



KENNETH SMITH, C.P.A.
Continued

ENGAGEMENT EXPERIENCE

Keefe McCullough Audit Engagements:

GOVERNMENTS

- * City of Aventura, Florida
- * City of Dania Beach, Florida
- * City of Hollywood, Florida (internal audit)
- * City of Lighthouse Point, Florida
- * City of Margate, Florida
- * City of North Bay Village, Florida
- * City of Parkland, Florida
- * City of Plantation, Florida
- * City of Weston, Florida
- * City of Wilton Manors, Florida
- * Islamorada, Village of Islands
- * Town of Golden Beach, Florida
- * Town of Hillsboro Beach, Florida
- * Town of Pembroke Park, Florida
- * Town of Southwest Ranches, Florida
- * Village of Pinecrest, Florida

SPECIAL TAXING DISTRICTS

- * Championsgate Community Development District
- * Coral Springs Improvement District
- * Hillsboro Inlet District
- * Julington Creek Plantation Development District
- * Plantation Acres Improvement District

NOT-FOR-PROFITS

- * Achievement and Rehabilitation Centers
- * After Care Educators, Inc.
- * Alzheimer's Family Center, Inc.
- * Assistance Unlimited, Inc.
- * Association for Retarded Citizens, South Florida, Inc.
- * BARC Housing, Inc.
- * Beaux Arts of Museum of Art, Inc.
- * Big Brothers / Big Sisters Association of Florida, Inc.
- * Big Brothers / Big Sisters of Broward, Inc.
- * Broward County League of Cities, Inc.
- * Broward House, Inc.
- * Center for Family and Child Enrichment, Inc.
- * Center for Independent Living of Broward, Inc.
- * Cerebral Palsy Adult Home, Inc.
- * The Children's Healing Institute, Inc.
- * Electrical Generating Systems Association
- * Episcopal Church of St. Mark the Evangelist

NOT-FOR-PROFITS *Continued*

- * First Presbyterian Continuing Church of Coral Springs, Inc.
- * Florida Atlantic University Foundation, Inc.
- * The Jerome Golden Center for Behavioral Health, Inc.
- * Junior Achievement of South Florida, Inc.
- * SOS Children's Village of Florida, Inc.
- * South County Mental Health Center, Inc.
- * The Haven, Inc.
- * The South Florida Church of Christ, Inc.
- * Truman Worden Training Center, Inc.
- * U.S. Border Control, Inc.
- * Woodhouse, Inc.
- * YWCA of Palm Beach County, Florida, Inc.

SCHOOLS

- * Archimedean Academy, Inc.
- * Archimedean Middle Conservatory
- * Archimedean Upper Conservatory
- * Aventura City of Excellence School
- * The Benjamin Private School, Inc.
- * Bonita Springs Charter School
- * Cape Coral Charter School
- * Central Charter School
- * Charter Schools USA, Inc.
- * Coral Springs Charter School
- * Coral Springs Christian Academy
- * Excelsior Charter of Broward, Inc.
- * Florida High School for Accelerated Learning
- * Florida International Academy, Inc.
- * Gateway Charter High School
- * Gateway Charter School
- * Gateway Intermediate Charter School
- * Hollywood Academy of Arts & Science
- * Hollywood Academy of Arts & Science Middle School
- * Mavericks High of North Miami-Dade County
- * Mavericks High of South Miami-Dade County
- * Mavericks High of Pinellas County
- * Mavericks High School Central Broward
- * Mavericks High of Osceola County
- * North Broward Academy of Excellence
- * North Broward Academy of Excellence Middle School
- * Pine Crest Preparatory School, Inc.
- * Rosarian Academy





BILL BENSON, C.P.A.

Managing Partner

EXPERIENCE

32 years at Keefe McCullough

EDUCATION

B.S. (Business Administration & Accounting)
Washington and Lee University

PROFESSIONAL ORGANIZATIONS

American Institute of Certified Public Accountants
Florida Institute of Certified Public Accountants
Florida Government Finance Officers Association

COMMUNITY LEADERSHIP

Food for the Poor
(vice chair of board, treasurer, vice president)

Catholic Community Foundation
(board chair, treasurer)

Executives at Broward
(past president, treasurer)

Leadership Broward

EXPERIENCE

Bill Benson has attended seminars and courses dealing with accounting and audit problems, reporting and disclosure issues. These courses include accounting and reporting for nonprofit organizations, governmental entities and the federal and Florida Single Audit Acts. He is experienced and qualified with respect to “Yellow Book”, OMB Circular A-133 and Rules of the Auditor General of the State of Florida compliance auditing reporting. Bill has experience dealing directly with the State of Florida Department of Children and Families concerning various compliance, audit and other issues. Bill assists his clients in many areas of accounting including restructuring their existing loan agreements and bond indentures, developing annual operating budgets, assisting with their dealings with financial institutions and the development of business plans, financial planning and proforma financial statements. He has assisted municipalities and other governmental entities in planning for and implementing GASB-67, Financial Reporting for Pension Plans and GASB-68, Accounting and Financial Reporting for Pensions.

Bill takes great pride in his community involvement. He is the Vice President of the Board of Directors of St. Thomas Aquinas High School Foundation. He is Vice President of the Board of Directors of Food for the Poor. He is Chairman and Past Treasurer of the Catholic Community Foundation of the Archdiocese of Miami and a member of the Finance Council of the Archdiocese of Miami.

BILL BENSON, C.P.A.
Continued

ENGAGEMENT EXPERIENCE

Keefe McCullough Audit Engagements:

GOVERNMENTS

- * Broward County League of Cities, Inc.
- * City of Aventura, Florida
- * City of Hollywood (Internal audit)
- * City of Key West, Florida
- * City of Marathon, Florida
- * City of Margate, Florida
- * City of Miami, Florida
- * City of Plantation, Florida
- * City of South Miami, Florida
- * City of Weston, Florida
- * Islamorada, Village of Islands, Florida
- * The Town Foundation, Inc.
- * Town of Surfside, Florida
- * Village of Pinecrest, Florida

SPECIAL TAXING DISTRICTS

- * Boynton Village Community Development District
- * Coral Springs Improvement District
- * Downtown Development Authority
- * Fiddler's Creek II Community Development District
- * Gateway Services Community Development District
- * Heritage Harbour Market Place Community Development District
- * Heritage Harbour South Community Development District
- * Hillsboro Inlet District
- * Key Largo Fire Rescue and EMS District
- * Lake Powell Community Development District
- * Landmark at Doral Community Development District
- * Lexington Oaks Community Development District
- * Meadow Pointe Community Development District
- * North Springs Improvement District
- * Old Palm Community Development District
- * Orchid Grove Community Development District
- * Park Place Community Development District
- * Sarasota National Community Development District
- * South Dade Venture Community Development District
- * Stevens Plantation Community Development District
- * Stonegate Community Development District
- * StoneLake Ranch Community Development District
- * Treaty Oaks Community Development District
- * University Square Community Development District
- * Verandah West Community Development District
- * Viera East Community Development District
- * VillaSol Community Development District
- * Vizcaya Community Development District
- * Wentworth Estates Community Development District
- * Woodland Hammock Community Development District





ROSS S. GOTTHOFFER, C.P.A.

Manager

EXPERIENCE

12 years at Keefe McCullough
2 years at Severn Trent Services
3 years at Southern Exchange Bank

EDUCATION

B.S. (Business Administration) University of Florida
Master (Business Administration and Accounting)
University of South Florida

OTHER EXPERIENCE

- Attended numerous courses and seminars dealing with numerous areas of accounting, auditing and taxation.
- Served as senior accountant on numerous districts as well as City of Weston, Florida.
- Expertise in general ledger, including going through two detailed general ledger conversions and setting up the general ledger.
- Participated in various seminars and in-house training programs concerning the requirements of GASB-67, Financial Reporting for Pension Plans and GASB-68, Accounting and Financial Reporting for Pensions.



6550 N. Federal Highway
4th Floor
Fort Lauderdale, FL 33308



support@KMCcpa.com



www.KMCcpa.com



954.771.0896
CAM 17-0447
Exhibit 5
Page 32 of 47

ROSS GOTTHOFFER, C.P.A.

Continued

ENGAGEMENT EXPERIENCE

Keefe McCullough Audit Engagements:

GOVERNMENTS

- * Broward County League of Cities, Inc.
- * Children's Services Council of Palm Beach County
- * City of Aventura, Florida
- * City of Coconut Creek, Florida
- * City of Lighthouse Point, Florida
- * City of Parkland, Florida
- * North Bay Village, Florida
- * Port of Miami Crane Management, Inc.
- * Town of Davie, Florida
- * Town of Golden Beach, Florida

SPECIAL TAXING DISTRICTS

- * Heritage Harbour Marketplace Community Development District
- * Hillsboro Inlet District
- * Old Palm Community Development District
- * Plantation Acres Improvement District
- * Wentworth Estates Community Development District

NOT-FOR-PROFITS

- * Alzheimer's Family Center, Inc.
- * Ann Storck Center, Inc.
- * Archways, Inc.
- * Association for Retarded Citizens, South Florida, Inc.
- * Better Way of Miami, Inc.
- * Broward Children's Center Supporting Foundation, Inc.
- * Broward Children's Center, Inc.
- * Broward College Foundation
- * Broward Healthy Start Coalition, Inc.
- * Broward Homebound Program, Inc.
- * Broward House, Inc.
- * CCDH, Inc.
- * Center for Family and Child Enrichment, Inc.
- * Children's Comprehensive Care Center, Inc.
- * The Children's Healing Institute, Inc.
- * The Dan Marino Foundation, Inc.
- * Electrical Generating Systems, Inc.

NOT-FOR-PROFITS *Continued*

- * First Presbyterian Continuing Church of Coral Springs, Inc.
- * Florida Charter School Alliance, Inc.
- * Florida Christian School of Dade County, Inc.
- * The Florida Missions Council, Inc.
- * Foundation for End-of-Life Care, Inc. and Caring Foundation, LLC
- * Healthy Start Coalition of Palm Beach County, Inc.
- * Heart to Heart Adoption Service, Inc.
- * Helping Abused, Neglected, Disadvantaged, Youth (HANDY), Inc.
- * Henderson Behavioral Health, Inc.
- * Henderson Center Residential Services, Inc.
- * Impact Broward, Inc.
- * The Jerome Golden Center for Behavioral Health, Inc.
- * Oakwood Center Foundation, Inc.
- * Place of Hope, Inc.
- * Place of Hope at the Haven Campus, Inc.
- * PMI South Florida Chapter, Inc.
- * Riverside Christian Ministries, Inc.
- * SEFLIN (Southeast Florida Information Network)
- * SOS Children's Village - Florida, Inc.
- * The Slomin Family Center for Autism and Related Disabilities, Inc.
- * South County Foundation for Mental Health
- * South County Mental Health Center, Inc.
- * Southeast Florida Behavioral Health Network, Inc.
- * The South Florida Church of Christ, Inc.
- * Thousand Hills Holding Company, Inc.
- * Treasures for Hope, Inc.
- * Village of Hope of Palm Beach County, Inc.





KRISTA A. MICOCCI

Supervisor

EXPERIENCE

8 years at Keefe McCullough
2 years at Homrich & Micocci, P.A., C.P.A.'s

EDUCATION

BSBA (Accounting and Finance) University of Central Florida
Florida

OTHER EXPERIENCE

- Attended numerous courses in audit, tax and financial reporting and attended seminars for further knowledge relating to governmental auditing and FDOT auditing.
- Attended seminars for further knowledge relating to pension and 403(b) plan auditing.
- Participated in various seminars and in-house training programs concerning the requirements of GASB-67, Financial Reporting for Pension Plans and GASB-68, Accounting and Financial Reporting for Pensions.
- Preparation of individual and tangible personal property tax returns.



KRISTA MICOCCI
Continued

ENGAGEMENT EXPERIENCE

Keefe McCullough Audit Engagements:

GOVERNMENTS

- * City of Dania Beach, Florida
- * City of Lake Worth, Florida
- * City of Plantation, Florida
- * City of Weston, Florida
- * Town of Golden Beach, Florida
- * Town of Pembroke Park, Florida

SPECIAL TAXING DISTRICTS

- * Renaissance Community Development District

NOT-FOR-PROFITS

- * Alzheimer's Family Center, Inc.
- * Bay Area Charter Foundation, LLC
- * Broward County Bar Association, Inc.
- * Community Television Foundation of South Florida, Inc.
- * First Presbyterian Continuing Church of Coral Springs, Inc.
- * Florida Charter Educational Foundation, Inc.
- * Florida Charter School Alliance, Inc.
- * Fort Lauderdale Historical Society, Inc.
- * Georgia Charter Educational Foundation, Inc.
- * Gold Coast Jazz Society, Inc.
- * The Homestead Charter Foundation, Inc.
- * Lake Charles Charter Academy Foundation, Inc.
- * The Lee Charter Foundation, Inc.
- * The Lee County Community Charter Schools, Inc.
- * Renaissance Charter School, Inc.
- * Southwest Charter Foundation, Inc.
- * The Southwest Louisiana Charter Academy, Inc.
- * WPBT Communications Foundation, Inc.
- * YWCA of Palm Beach County, Florida, Inc.

SCHOOLS

- * Bonita Springs Charter School
- * Cabarrus Charter Academy
- * Cape Coral Charter School
- * Cherokee Charter Academy
- * Clay Charter Academy

SCHOOLS *Continued*

- * Coral Springs Charter School
- * Coweta Academy at Senoia
- * The Downtown Miami Charter School, Inc.
- * Duval Charter High School at Baymeadows
- * Duval Charter School at Arlington
- * Duval Charter School at Baymeadows
- * Duval Charter School at Mandarin
- * Duval Charter School at Southside
- * Duval Charter School at Westside
- * Duval High School at Flagler Center
- * Emma Donnan Elementary School
- * Emma Donnan Middle School
- * Emmerich Manual High School
- * Florida International Academy, Inc.
- * Four Corners High School
- * Four Corners Middle School
- * Gateway Charter High School
- * Gateway Charter School
- * Gateway Intermediate Charter School
- * Governor's Charter Academy
- * Henderson Hammock Charter School
- * Hollywood Academy of Arts and Science
- * Hollywood Academy of Arts and Science Middle
- * iVirtual League Academy
- * Keys Gate Charter High School
- * Keys Gate Charter School
- * Lake Charles Charter Academy
- * Lake Charles College Prep
- * Langtree Charter Academy
- * Lauderdale Lakes Academy, Inc.
- * Manatee Charter School
- * North Broward Academy of Excellence
- * North Broward Academy of Excellence Middle School
- * Pine Crest Preparatory School, Inc.
- * Renaissance Charter Middle School
- * Renaissance Charter School at Central Palm
- * Renaissance Charter School at Chickasaw Trail
- * Renaissance Charter School at Cooper City
- * Renaissance Charter School at Coral Springs
- * Renaissance Charter School at Cypress
- * Renaissance Charter School at Goldenrod



REQUIRED FORMS

Section V



BID/PROPOSAL CERTIFICATION

Please Note: If responding to this solicitation through BidSync, the electronic version of the bid response will prevail, unless a paper version is clearly marked **by the bidder** in some manner to indicate that it will supplant the electronic version. All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration)

Address:

City: State: Zip:

Telephone No. FAX No. Email:

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions):

Total Bid Discount (section 1.05 of General Conditions):

Does your firm qualify for MBE or WBE status (section 1.09 of General Conditions) N/A MBE WBE

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

| <u>Addendum No.</u> | <u>Date Issued</u> | <u>Addendum No.</u> | <u>Date Issued</u> | <u>Addendum No.</u> | <u>Date Issued</u> |
|--------------------------------|-------------------------------------|--------------------------------|--------------------------------------|----------------------|----------------------|
| <input type="text" value="1"/> | <input type="text" value="1-9-17"/> | <input type="text" value="2"/> | <input type="text" value="1-11-17"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

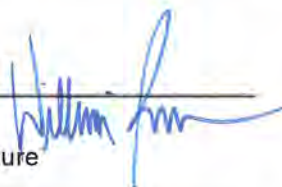
VARIANCES: If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, simply mark N/A. **If submitting your response electronically through BIDSYNC you must also click the "Take Exception" button.**

We do not take any exceptions or have any variances to any item, condition, specification, scope of service, of requirement in this competitive solicitation.

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, that in no event shall the City's liability for respondent's direct, indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

 William G. Benson, C.P.A.
 Name (printed)


 Signature

 1-20-17
 Date:

 Partner
 Title



SECTION VI - COST PROPOSAL PAGE

Proposer Name: Keefe McCullough

Proposer agrees to supply the products and services at the prices bid below in accordance with the terms, conditions and specifications contained in this RFP.

Cost to the City: Contractor must quote firm, fixed, costs for all services/products identified in this request for proposal. These firm fixed costs for the project include any costs for travel and miscellaneous expenses. No other costs will be accepted.

Notes:

Attach a breakdown of costs including but not limited to labor, equipment, materials and parts.

1. General Financial Audit (Annual) \$ 185,000

Includes Large User Report, CRA Report, GERS Report and Presentation Costs

2. Federal Award or State Financial Assistance Program (price per program)

\$ 3,500

3. Additional Services

Please describe the Proposer's basis for quoting fees for additional auditing services to be performed on an "as needed" basis such as for statement reviews, defeasance schedules for city issuance of debt, review of supplemental financial statements, etc. (Provide any rate schedules if applicable).

HOURLY RATES SHALL BE SUBMITTED AS PART OF YOUR RESPONSE.

We would propose this blended hourly rate for any requested services to be performed which are outside the scope of the audit contract. \$ 150

Total Project Cost \$ 185,000

Submitted by:

William G. Benson, C.P.A.
Name (printed)

1-20-17
Date


Signature

Partner
Title

NON-COLLUSION STATEMENT:

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

NAME

RELATIONSHIPS

N/A

Four empty horizontal lines for entering relationship information.

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

WILLIAM BENSON
Name

William Benson
Signature

1/20/17
Date

LOCAL BUSINESS PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local BUSINESS preference classification as indicated herein, and further certifies and agrees that it will re-affirm it's local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

(1) _____
Business Name is a **Class A** Business as defined in City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the City of Fort Lauderdale current year Business Tax Receipt and a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

(2) _____
Business Name is a **Class B** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the Business Tax Receipt or a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

(3) Keefe McCullough
Business Name is a **Class C** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.

(4) _____
Business Name requests a **Conditional Class A** classification as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

(5) _____
Business Name requests a **Conditional Class B** classification as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

(6) _____
Business Name is considered a **Class D** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. and does not qualify for Local Preference consideration.

BIDDER'S COMPANY: Keefe McCullough

AUTHORIZED COMPANY PERSON: William G. Benson, C.P.A.
NAME


SIGNATURE

1-20-17
DATE



CONTRACT PAYMENT METHOD BY P-CARD

THIS FORM MUST BY SUBMITTED WITH YOUR RESPONSE

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to payment by credit card via MasterCard or Visa. This allows you as a vendor of the City of Fort Lauderdale to receive your payment fast and safely. No more waiting for checks to be printed and mailed.

Payments will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, firms must presently have the ability to accept credit card payment or take whatever steps necessary to implement acceptance of a credit card before the commencement of a contract.

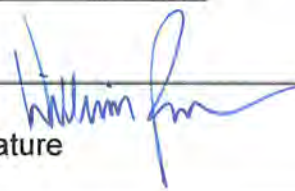
Please indicate which credit card payment you prefer:

Master Card

Visa Card

Company Name: Keefe McCullough

William G. Benson, C.P.A.
Name (Printed)


Signature

1-20-17
Date:

Partner
Title





FIRST COMMUNITY INSURANCE COMPANY, BBOP99.001-0109-0411-
PO BOX 33060 5527444
ST. PETERSBURG, FL 33733-8060 5/13/16
800-627-0000

3000 00000 BBOP BPOP RENEWAL QUOTE

Policy Number
09 0004999611 5 02

**BUSINESSOWNERS POLICY
LIABILITY DECLARATIONS**

Page 3 of 4
Date of Issue
5/13/16

SECTION II - LIABILITY AND MEDICAL EXPENSES

Each paid claim for the following coverages reduces the amount of insurance we provide during the applicable annual period. Please refer to Section II - Liability in the Businessowners Coverage Form and any attached endorsements.

| COVERAGE | LIMIT OF INSURANCE |
|---|-----------------------|
| General Liability | |
| General Aggregate Limit (Other Than Products-Completed Oper | \$2,000,000 |
| Products-Completed Operations Aggregate Limit | \$2,000,000 |
| Personal And Advertising Injury Limit | INCLUDED |
| Each Occurrence Limit | \$1,000,000 |
| Medical Expenses Limit | \$10,000 (Per Person) |



- United States Fire Insurance Company (Admitted)
- Crum & Forster Specialty Insurance Company (Non-Admitted)

A.M. BEST RATED
"A" (EXCELLENT)

**ACCOUNTANTS PROFESSIONAL LIABILITY
TEMPORARY AND CONDITIONAL BINDER**

DATE: October 5, 2016

THIS TEMPORARY AND CONDITIONAL BINDER EXPIRES ON: 11/11/2016

ASSIGNED POLICY NUMBER: 557-102408-4

THIS CERTIFIES THAT PENDING ISSUANCE OF A POLICY THE INSURER IDENTIFIED ABOVE IS TEMPORARILY AND CONDITIONALLY BINDING COVERAGE DESCRIBED AS FOLLOWS:

| NAMED INSURED: | Keefe, McCullough & Company | | | | | |
|---|---|--|-------------|-----------------|----------------------|--|
| ADDRESS: | 6500 N. Federal Hwy., Suite 410 Fort Lauderdale, FL 33308 | | | | | |
| POLICY FORM: | Accountants Professional Liability APL – 102 – 2009 | | | | | |
| POLICY PERIOD: | Effective: 10/11/2016 | Expiration: 10/11/2017 | | | | |
| | (12:01 a.m. local time at the address shown above) | | | | | |
| LIMIT OF LIABILITY: | \$4,000,000 | Each Claim and in the Policy Aggregate inclusive of Defense Expenses | | | | |
| DEDUCTIBLE: | \$25,000 | Each Claim inclusive of Defense Expenses | | | | |
| PRIOR ACTS DATE: | February 1, 1971 | | | | | |
| OPTIONAL EXTENDED REPORTING PERIOD: | 12 months for 100% of the annual premium | | | | | |
| PREMIUM: | \$38,769 | | | | | |
| | Due within 45 days of the Effective Date Surcharges apply for United States Fire Insurance Company in KY, NJ and WV. | | | | | |
| THE FOLLOWING ENDORSEMENTS, IF ANY, WILL BE ADDED TO THE BASIC POLICY: | <ol style="list-style-type: none"> 1. U.S. Treasury Department's OFAC Advisory Notice to Policyholders 2. State Amendatory (if applicable) 3. Broad Advantage Endorsement 4. Cyber Privacy Endorsement 5. Specified Accountant or Entity Exclusion Endorsement – KMC Financial Consultants | | | | | |
| SUBJECTIVITIES: | <p>This Binder is subject to our receipt, review and underwriting approval of the following required additional information <u>by the Due Date listed below:</u></p> <table border="0"> <thead> <tr> <th style="text-align: left;"><u>Item</u></th> <th style="text-align: right;"><u>Due Date</u></th> </tr> </thead> <tbody> <tr> <td>1. No Subjectivities</td> <td></td> </tr> </tbody> </table> | | <u>Item</u> | <u>Due Date</u> | 1. No Subjectivities | |
| <u>Item</u> | <u>Due Date</u> | | | | | |
| 1. No Subjectivities | | | | | | |



Associated Industries Insurance Company, Inc.

A Stock Insurance Company
PO Box 310704
Boca Raton, FL 33431-0704

WORKERS COMPENSATION
AND EMPLOYERS LIABILITY
INSURANCE POLICY

WC 00 0001 A

INFORMATION PAGE

| | | | | | | | | | | | | | |
|--|--|-----------------------------------|------------|---------------------------------------|--------------------------|-------------------------|--------------|-----------------------------|--------------|-----------------|-----|-----------------|-----|
| <p>1. Insured:</p> <p>Keefe McCullough & Co LLP 6550 N Federal Highway Ste 410 FT Lauderdale, FL 33308</p> <p>Other workplaces not shown above: See Extension of Information Page</p> <p>Producer: AmTrust North America, Inc. c/o Plastridge Agency, Inc. (The) - Delray Beach 820 NE 6th Avenue Delray Beach, FL 33483</p> | <p>Policy Number: AWC1074672</p> <p>Federal Tax ID: 591363792</p> <p>Board File Number:</p> <p>Renewal Of: AWC1056852</p> <p>Entity: Limited Liability Partnership</p> <p>Interim Adjustment: Annual</p> <p>Ncci Code: 25372</p> <p>SIC Code: 8721</p> | | | | | | | | | | | | |
| <p>2. The policy period is from 1/1/2017 to 1/1/2018 12:01 a.m. at the insured's mailing address.</p> | | | | | | | | | | | | | |
| <p>3. A. Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here: Florida</p> <p>B. Employers Liability Insurance: Part Two of the policy applies to work in each stated listed in item 3.A. The limits of our liability under Part Two are:</p> <table border="0" style="margin-left: 40px;"> <tr> <td>Bodily Injury by Accident</td> <td>\$ 100,000</td> <td>each accident</td> </tr> <tr> <td>Bodily Injury by Disease</td> <td>\$ 500,000</td> <td>policy limit</td> </tr> <tr> <td>Bodily Injury by Disease</td> <td>\$ 100,000</td> <td>each employee</td> </tr> </table> <p>C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here: All states except ND, OH, WA, WY and State(s) Designated in Item 3A.</p> <p>D. This policy includes these endorsements and schedules: See attached endorsement schedule.</p> | | Bodily Injury by Accident | \$ 100,000 | each accident | Bodily Injury by Disease | \$ 500,000 | policy limit | Bodily Injury by Disease | \$ 100,000 | each employee | | | |
| Bodily Injury by Accident | \$ 100,000 | each accident | | | | | | | | | | | |
| Bodily Injury by Disease | \$ 500,000 | policy limit | | | | | | | | | | | |
| Bodily Injury by Disease | \$ 100,000 | each employee | | | | | | | | | | | |
| <p>4. The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All information required below is subject to verification and change by audit.</p> <table border="0" style="width: 100%;"> <tr> <td>See Extension of Information Page</td> <td></td> </tr> <tr> <td>TOTAL ESTIMATED ANNUAL PREMIUM</td> <td style="text-align: right;">5,308</td> </tr> <tr> <td>STATE ASSESSMENT</td> <td style="text-align: right;">0</td> </tr> <tr> <td>TOTAL ESTIMATED COST</td> <td style="text-align: right;">5,308</td> </tr> <tr> <td>Minimum Premium</td> <td style="text-align: right;">223</td> </tr> <tr> <td>Deposit Premium</td> <td style="text-align: right;">529</td> </tr> </table> | | See Extension of Information Page | | TOTAL ESTIMATED ANNUAL PREMIUM | 5,308 | STATE ASSESSMENT | 0 | TOTAL ESTIMATED COST | 5,308 | Minimum Premium | 223 | Deposit Premium | 529 |
| See Extension of Information Page | | | | | | | | | | | | | |
| TOTAL ESTIMATED ANNUAL PREMIUM | 5,308 | | | | | | | | | | | | |
| STATE ASSESSMENT | 0 | | | | | | | | | | | | |
| TOTAL ESTIMATED COST | 5,308 | | | | | | | | | | | | |
| Minimum Premium | 223 | | | | | | | | | | | | |
| Deposit Premium | 529 | | | | | | | | | | | | |

Issue Date: 12/8/2016

Countersigned By: _____
Authorized Representative

RICK SCOTT, GOVERNOR

KEN LAWSON, SECRETARY

**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ACCOUNTANCY**

LICENSE NUMBER

AD0010282

The ACCOUNTANCY PARTNERSHIP
Named below IS LICENSED
Under the provisions of Chapter 473 FS.
Expiration date: DEC 31, 2017

KEEFE, MCCULLOUGH & CO., LLP
6550 N FEDERAL HWY STE 410
FT LAUDERDALE FL 33308



ISSUED: 11/23/2015

DISPLAY AS REQUIRED BY LAW

SEQ # L1511230000892



Keefe McCullough

CPA's + Trusted Advisors



6550 N. Federal Highway
4th Floor
Fort Lauderdale, FL 33308



support@KMCcpa.com



www.KMCcpa.com



954.771.0896