

**AMENDMENT NO. 4 TO CONSULTING SERVICES AGREEMENT BETWEEN  
THE CITY OF SAN LEANDRO AND  
MAZE AND ASSOCIATES  
FOR  
AUDIT SERVICES**

This **Amendment No. 4** (“Amendment”) is made by and between the City of San Leandro (“City”) and Maze and Associates (“Consultant”) (together sometimes referred to as the “Parties”) as of April 20, 2023, and amends that certain Consulting Services Agreement (“Agreement”) dated May 16, 2022, between the Parties.

**WHEREAS**, the Parties have executed the Agreement, pursuant to which Consultant has provided certain consulting services to City with regard to financial audit services, and;

**WHEREAS**, the Parties desire to amend the Agreement in various ways;

**WHEREAS**, the Parties desire to amend the Agreement to extend the Term of Services from April 20, 2023 to April 20, 2024; and

**WHEREAS**, these amendments also require updating the Scope of Services and Compensation Schedule accordingly.

**NOW THEREFORE**, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties hereby agree to amend the Agreement as follows:

1. Section 1.1 of the Agreement entitled “Term of Services” is hereby amended to extend the term from April 20, 2023, to April 20, 2024; and
2. Section 2 of the Agreement entitled “Compensation” is hereby amended to pay Consultant a sum not to exceed \$115,300.00; and
3. Exhibit A of the Agreement entitled “Scope of Services” is hereby amended to add Line item “J” and “K” as presented below in Exhibit A, attached hereto and incorporated herein by reference; and
4. Exhibit B of the Agreement entitled “Compensation Schedule & Reimbursable Expenses” is hereby amended to compensate and reimburse Consultant for auditing services as amended, attached hereto and incorporated herein by reference below in Exhibit B of this amendment entitled “Figure 1: Auditing Services and Fees for Service”; and
5. All other terms shall remain in full force and effect.

This Amendment may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

**EXHIBIT A**  
**SCOPE OF SERVICES**

The services the Consultant have been engaged to provide are outlined below, but Consultant is also available to provide additional services at the City's request:

- A. Audit of the basic financial statements, and preparation of memorandum on internal control, and issuance of our reports thereon.
- B. Assistance with preparation of Annual Comprehensive Financial Report including footnotes.
- C. Audit of the Successor Agency to the Redevelopment Agency footnote disclosures included in the City's basic financial statements.
- D. Testing major programs for compliance with the Single Audit Act and applicable laws and regulations and issuance of our reports thereon.
- E. Proposition 111 Appropriation Limit review, and issuance of our report thereon.
- F. Measure B Compliance Report.
- G. Measure BB Compliance Report.
- H. Testing of compliance for the Transportation Development Act Programs and preparation of required reports.
- I. Audit of the Vehicle Registration Fee Program (VRF) for funds received from the Alameda County Transportation Commission, and issuance of our report thereon.
- J. Preparation of the City's Annual Report of Financial Transactions (Controller's Report) and Street Report and issuance of a compilation report. (See Compilation Attachment for Consultant's Responsibilities and the City's Responsibilities related to the compilation report.)
- K. Preparation of the Annual Report of Financial Transactions (Controller's Report) for the JPFA and issuance of a compilation report. (See Compilation Attachment for the Consultant's Responsibilities and the City's Responsibilities related to the compilation report.)

## EXHIBIT B

Figure 1. Auditing Services and Fee for Service.

ITEM	FEE
Audit of the City's Basic Financial Statements, and review of the City's prepared Comprehensive Annual Financial Report	\$ 60,220.00
Assistance for Comprehensive Annual Financial Report preparation including footnotes	\$ 8,470.00
Successor Agency Disclosures	\$ 4,135.00
Single Audit Report (per tested program)	\$ 6,665.00
GANN Limit Report	\$ 1,090.00
Measure B Report	\$ 2,475.00
Measure BB Report	\$ 2,475.00
Transportation Development Act Report	\$ 2,640.00
Vehicle Registration Fee Report	\$ 2,640.00
Annual Report of Financial Transaction for the City	\$ 7,955.00
Annual Report of Financial Transaction for the Special District Report	\$ 990.00
Annual Street Report	\$ 4,420.00
CAMERA READY PDF Annual Comprehensive Financial Report - \$1,125	\$ 1,125.00
Estimated Cost for GASB 96 Implementation and Additional Single Audit Programs (if applicable)	\$ 10,000.00
<b>Total contract amount not to exceed</b>	<b>\$ 115,300.00</b>

**SIGNATURES ON FOLLOWING PAGE**

The Parties have executed this Amendment as of the date first written above. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF SAN LEANDRO

MAZE & ASSOCIATES

Fran Robustelli, City Manager

Vikki Rodriguez, Audit Partner

Attest:

Kelly Clancy, City Clerk

Budget Approved:

Approved as to Fiscal Authority:

Michael Yuen, Finance Director

010-12-052-5120

Account Number

Approved as to Form:

Richard D. Pio Roda, City Attorney