

Carson City Board of Supervisors  
Agenda Report

Date Submitted: December 6, 2012

Agenda Date Requested: December 20, 2012  
Time Requested: Consent

To: Mayor and Supervisors  
From: Purchasing and Contracts

**Subject Title:** For Possible Action: To accept the Carson City Audit Committees recommendation to approve Amendment No. 1 to Contract No. 1112-133 with MOSS-ADAMS, LLP (Certified Public Accountants), titled "Internal Auditing Services" to increase the contract term from December 30, 2012 to June 30, 2013 to utilize the budget remainder from the FY 2012/13 budget (\$62,564.00). (Kim Belt)

**Staff Summary:** Moss Adam's contract to provide internal audit services to Carson City is set to expire on December 30, 2012. The Audit Committee is recommending amending the contract through June 30, 2013 for the \$62,564 remaining for FY 2012/13.

**Type of Action Requested:** (check one)

Resolution  Ordinance  
 Formal Action/Motion  Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to accept the Carson City Audit Committees recommendation to approve Amendment No. 1 to Contract No. 1112-133 with MOSS-ADAMS, LLP (Certified Public Accountants), titled "Internal Auditing Services" to increase the contract term from December 30, 2012 to June 30, 2013 to utilize the budget remainder from the FY 2012/13 budget (\$62,564.00). (Kim Belt)

**Explanation for Recommended Board Action:** MOSS-ADAMS' contract to provide internal audit services is set to expire on December 31, 2012. The Audit Committee is recommending the contract be adjusted through June 30, 2013 and utilize the remaining \$62,564.00 for FY 2012/13.

**Applicable Statute, Code, Policy, Rule or Regulation:** Carson City Charter Sec. 3.075.

**Fiscal Impact:** \$62,564.00.

**Explanation of Impact:** If approved, the below referenced account could be decreased by \$62,564.00 per year.

**Funding Source:** Internal Auditor Account – 101-0800-415-03-09 as provided for in FY 2012/13.

**Supporting Material:** Amendment No. 1 to Contract 1112-133.

**Prepared By:** Kim Belt, Purchasing and Contracts Manager

**Reviewed By:**

[Signature]  
(Finance)  
[Signature]  
(City Manager)  
[Signature]  
(District Attorney)  
[Signature]  
(Finance Director)

Date: 12/11/12  
Date: 12/11/12  
Date: 12/11/12  
Date: 12/11/12

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

**CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR  
AMENDMENT No. 1  
Contract No. 1112-133  
Internal Auditing Services**

**THIS AMENDMENT** is made and entered into this 20<sup>th</sup> day of December, 2012, by and between the City and County of Carson City, a political subdivision of the State of Nevada, hereinafter referred to as the "**CITY**", and Moss Adams LLP., hereinafter referred to as the "**CONTRACTOR**", and is made to amend the existing contract known as **CONTRACT # 1112-133**.

**WITNESSETH:**

**WHEREAS**, during the performance of **CONTRACTOR'S** duties pursuant to **CONTRACT # 1112-133** the **CITY** requested additional tasks of the **CONTRACTOR** that were not within the original *Scope of Work* of the **CONTRACT**; and

**WHEREAS**, the **CITY** and **CONTRACTOR** desire to amend **CONTRACT** to provide **CONTRACTOR** authorization to perform the additional work and to compensate **CONTRACTOR** for the additional work; and

**WHEREAS**, said amendment is at the request of both the **CITY** and **CONTRACTOR**, and that significant benefit will be derived by the **CITY** for said amendment.

**NOW, THEREFORE**, in consideration of the aforesaid mutual promises herein, **CITY** and **CONTRACTOR**, by and through their respective authorized representatives hereby agree to:

- 1 Amend Paragraph 2.1 of **CONTRACT # 1112-133** to provide in its entirety as follows:

This Contract shall be effective from January 19, 2012, subject to Carson City Board of Supervisors' approval (anticipated to be January 19, 2012) to June 30, 2013, unless sooner terminated by either party as specified in **Section 7 Contract Termination**.

- 2 Amend Paragraph 4.1 of **CONTRACT #1112-133** to provide in its entirety as follows:

**CONTRACTOR** shall provide and perform the following services set forth in **Exhibit A** to this agreement, **Exhibit B** to Contract Amendment No. 1 to **CONTRACT #1112-133** attached hereto and incorporated herein by reference for and on behalf of **CITY** hereinafter referred to as the "**SERVICES**".

- 3 Amend Paragraph 5.1 of **CONTRACT #1112-133** to provide in its entirety as follows:

City agrees to pay **CONTRACTOR** the **CONTRACT SUM** based upon time and materials for a not to exceed amount of One Hundred Seventy Two Thousand Five Hundred Sixty Four Dollars and No Cents (\$172,564.00), which is an increase to the contract amount by Sixty Two Thousand Five Hundred Sixty Four Dollars and No Cents (\$62,564.00)

**IT IS ALSO AGREED**, that all unaffected conditions, requirements, and restrictions of the Original Contract document remain in full force and effect for the duration of the Contract term.

**CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR  
AMENDMENT No. 1  
Contract No. 1112-133  
Internal Auditing Services**

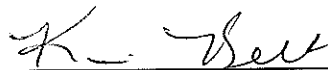
**ACKNOWLEDGMENT AND EXECUTION:**


In witness whereof, the parties hereto have caused this Amendment to be signed and intend to be legally bound thereby.

**CARSON CITY**  
Finance Director  
Attn: Kim Belt, Purchasing &  
Contracts Manager  
201 North Carson Street Suite 3  
Carson City, Nevada 89701  
Telephone: 775-283-7137  
Fax: 775-887-2107  
KBelt@carson.org

**CITY'S LEGAL COUNSEL**  
Neil A. Rombardo, District Attorney

I have reviewed this Contract and approve  
as to its legal form.


By:   
KIM BELT

By:   
Deputy District Attorney

DATED 12/11/12

DATED 12/11/12

**CITY'S ORIGINATING DEPARTMENT**  
BY: Nick Providenti, Director  
Carson City Finance Department  
Carson City, NV 89701  
Telephone: 775-283-7143  
Fax: 775-887-2107  
NProvidenti@carson.org

By: 

DATED 12/11/12

**CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR  
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Tom Krippaehne , deposes and says: That he is the **CONTRACTOR** or authorized agent of the **CONTRACTOR**; that he has read the foregoing Amendment; and that he understands the terms, conditions, and requirements thereof.

**CONTRACTOR**

**BY:** Tom Krippaehne

**TITLE:** Partner

**FIRM:** Moss Adams LLP

**CARSON CITY BUSINESS LICENSE #:** 12-

**Address:** 999 Third Avenue, Suite 3300

**City:** Seattle      **State:** WA      **Zip Code:** 98104

**Telephone:** 206-302-6544/ **Fax #:**206-622-9975

**E-mail Address:** Tom.Krippaehne@mossadams.com

\_\_\_\_\_  
(Signature of **CONTRACTOR**)

DATED \_\_\_\_\_.

STATE OF \_\_\_\_\_ )

) ss

County of \_\_\_\_\_ )

Signed and sworn (or affirmed) before me on this \_\_\_\_\_ day of December, 2012, by Tom Krippaehne.

\_\_\_\_\_  
(Signature of Notary)

(Notary Stamp)

**CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR  
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Internal Auditing Services**

**CONTRACT ACCEPTANCE AND EXECUTION:**

The Board of Supervisors for Carson City, Nevada at their publicly noticed meeting on December 20, 2012, approved the acceptance of **CONTRACT No. 1112-133**. Further, the Board of Supervisors authorizes the Mayor of Carson City, Nevada to set his hand to this document and record his signature for the execution of this contract in accordance with the action taken.

**CARSON CITY, NEVADA**

\_\_\_\_\_  
ROBERT L CROWELL, MAYOR

DATED this 20<sup>th</sup> day of December, 2012.

**ATTEST:**

\_\_\_\_\_  
ALAN GLOVER, CLERK-RECORDER

DATED this 20<sup>th</sup> day of December, 2012.