



GOVERNMENT & ERP IMPLEMENTATION SERVICES, LLC

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December 30, 2020

Mrs. Noemy Sandoval
Interim Assistant City Manager
City of Hallandale Beach
400 S Federal Highway
Hallandale Beach, FL 33009

RE: Budget Process Review, Senior Grants Accountant/Administrator & MUNIS Upgrade Projects

Dear Mrs. Sandoval:

Thank you for the opportunity to provide a proposal to assist the City with regards to the above projects. Based on our discussion with regards to the six months timeline and the assistance of staff in testing of the various recommended enhancements and processes, I am proposing a weekly schedule beginning sometime in February based on the City's final decision. The projects will include the following:

Budget Review-

- *Review of the current process*
- *Recommendations for enhancement and efficiency*
- *Training of City-wide staff as needed*
- *Documentation of the new process*
- *A total approximate hour of 416*

Munis Upgrade-

- *Planning & Testing*
- *Configuration*
- *Training*
- *On-site Go Live*
- *On-site Post Go Live*
- *A total approximate hour of 500*

Senior Grants Accountant/Administrator-

- *Review of all City's Grants*
- *Preparation and review of Grant reimbursements*
- *Coordination with Departments with regards to Grant Compliance*
- *Preparation of Year-end, quarterly and monthly Grant schedules and reports*

Below is the all -inclusive hourly Rate and the proposed assigned staff for the projects. This rate includes all travel and other related expenses:

<u>Project</u>	<u>Assigned Staff</u>	<u>Hourly Rate</u>	<u>Not to Exceed</u>
<i>Budget Review</i>	<i>Barbara Hastings CPA</i>	\$ 150	\$ 62,400
<i>MUNIS Upgrade</i>	<i>Asaf Ben-Shoshan</i>	\$ 100	\$ 50,000
<i>Grants Administrator</i>	<i>To-be-determined</i>	<i>TBD</i>	\$ 43,200
<i>Estimated Total</i>			\$ 155,600

As you know we will only bill for hours used so the City is able to adjust these “not to exceed” based on funding.

Thanks again for the opportunity and I look forward to working with you and your team again. If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Barbara Hastings

Barbara Hastings CPA

President