

SCOPE OF SERVICES

The annual audit shall cover the books, accounts and financial transactions under the auspices of the Superintendent, Business Administrator, Board Secretary, and other related activity accounts.

Our audit of the financial statements, records and other pertinent data of the Township of Union School District would be made in accordance with generally accepted auditing standards, government auditing standards and audit requirements prescribed by the Division of Business and Finance, Department of Education, State of New Jersey and such other auditing procedures as we consider necessary in the circumstances. We will also perform a compliance audit of federal funds and state funds in accordance with the Single Audit Act of 1984, Federal OMB Circular A-133 and State of New Jersey OMB Circular 04-04.

As part of our report, we will include recommendations and comments concerning the internal control and financial activities of the District. Audit findings, if any, will be discussed at an exit conference with us and relevant officials prior to the submission of the final CAFR report to the Board of Education.

PROPOSED FEE

We propose that our fee for the above-mentioned services would be as follows:

- A. Statutory Audit Fiscal Year 2012-2013 -
 Audit of General Fund, Special Revenue Fund, Trust Fund, Capital Fund, Debt Service Fund, Enterprise Funds, General Fixed Assets Account Group, Student Activity, Athletics and all other Funds and Account Groups Under the auspices of the Board of Education, Including Federal and State Programs in accordance with the Single Audit Act of 1986, OMB Circular A-133 and State of New Jersey OMB Circular 04-04, at a fee not to exceed.....\$48,125.00

 - B. Preparation of the CAFR Report and assistance in the conversion of the various financial records in accordance with the reporting requirements of GASB #34 at a fee not to exceed..... 3,625.00
- \$51,750.00

Additional services requested by the School District would be mutually agreed upon prior to the commencement of any work and will be billed at our standard hourly rates:

Partner	-	\$150.00-\$175.00
Manager	-	\$115.00
Seven Staff	-	\$ 90.00-\$105.00
Staff Accountant	-	\$ 75.00-\$ 85.00