

Agenda Report

TO: CITY COUNCIL

DATE: FEBRUARY 27, 2006

FROM: CITY MANAGER

SUBJECT: ASSIGNMENT OF CONTRACT NUMBER 18,801 WITH CONRAD AND ASSOCIATES, L.L.P.TO MAYER HOFFMAN McCANN P.C.

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to approve the assignment of contract number 18,801 with Conrad and Associates, L.L.P. to Mayer Hoffman McCann P.C. for financial audit services.

BACKGROUND

On March 14, 2005 the City Council approved a contract with Conrad and Associates, L.L.P to perform annual financial audits of the City consistent with the requirements of the Pasadena City Charter. Under prior agreements Conrad and Associates has been providing these services since fiscal year 2001.

Effective January 1, 2006 Conrad and Associates merged with the Certified Public Accounting firm of Hoffman McCann P.C. Consequently, Conrad and Associates has requested that the City approve an assignment of the current contract, which provides for audit services for fiscal years 2006 and 2007, to Hoffman McCann P.C. Staff has been assured that this merger will not result in any change in service and that those persons currently assigned to Pasadena will remain unchanged. It should be noted that this contract includes the City's standard termination for convenience clause should such become necessary prior to the end of the term.

AGENDA ITEM NO. 3.A.3.

FISCAL IMPACT

There is no fiscal impact associated with approval of the assignment. Funds for annual audit services are included in the operating budget.

Respectfully submitted, Cynthia J. Kurtz

City Manager

Prepared by:

Steve Mermell Interim Director of Finance

<u>Appendix 'D'</u> Disclosure Pursuant to the City of Pasadena Taxpayer Protection Amendment of 2000 Pasadena City Charter, Article XVII

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than a 10% equity, participation, or revenue interest in Contractor/Organization, as follows: (If printing, please print legibly. Use additional sheets as necessary.)

1. Contractor/Organization Name:

Mayor Hoffman McCano. P.C.

2. Name(s) of trustees, directors, partners, officers of Contractor/Organization:

William to Hearak President
Richard E. Mills Secretaria
William 6. Henenet President Richard E. Mills Secretary Ital J. Hunt, Treasurer
3. Names of those with more than a 10% equity, participation or revenue interest in
Contractor/Organization:
None

Propared by: Kon Al-Iman Matheman

For office use only: Contract/Transaction No.

If not a contract, type of transaction:

75969.1

ł