

STATE OF VERMONT CONTRACT SUMMARY AND CERTIFICATION----- Form AA-14 (1/8/2019)

Note: All sections must be completed. Incomplete forms will be returned to the originating department.

I. CONTRACT INFORMATION:

Agency/Department: Auditor of Accounts/ **Contract #: 35793 Amendment #: #4**
Vendor Name: McSoley McCoy & Co **VISION Vendor No: 301563**
 Vendor Address: 118 Tilley Drive, Suite 202, S. Burlington, VT 05403
Starting Date: 7/1/2020 **Ending Date:** 6/30/2022 **Amendment Date:** 07/01/2020
Summary of agreement or amendment: Extend Contract for two additional years (initial 7/1/18-6/30/20)

II. FINANCIAL & ACCOUNTING INFORMATION

Maximum Payable: \$189,850 Prior Maximum: \$ 100,850.00 Prior Contract # (If Renewal):
 Current Amendment: \$88,900.00 Cumulative amendments: \$ 189,850 % Cumulative Change:
Business Unit(s): 1250; ; - [notes:] **VISION Account(s): 507600;**
 Estimated Funding Split: % GF % SF % EF % Other (name)
 % TF % GC % FF

III. PROCUREMENT & PERFORMANCE INFORMATION

A. Identify applicable procurement process utilized.
 Standard Bid/RFP Simplified Sole Source (See B.) Qualification Based Selection Statutory
 B. If Sole Source Contract, contract form includes self-certification language? Yes N/A
 C. Contract includes **performance measures/guarantees** to ensure the quality and/or results of the service? Yes No

IV. TYPE OF AGREEMENT (select all that apply)

Personal Service Construction Arch/Eng. Marketing Info. Tech. Prof. Service
 Non-Personal Service
 Commodity Retiree/Former SOV EE Financial Trans Zero-Dollar Privatization Other

V. SUITABILITY FOR CONTRACT FOR SERVICE

Yes No n/a Does this contract meet the determination of an Independent Contractor? If "NO", the contractor must be set up and paid on payroll through the VTHR system.

VI. CONTRACTING PLAN APPLICABLE

Is any element of this contract subject to a pre-approved Agency/Dept. Contracting Waiver Plan? Yes No

VII. CONFLICT OF INTEREST

By signing below, I (Agency/Dept. Head) certify that no person able to control or influence award of this contract had a pecuniary interest in its award or performance, either personally or through a member of his or her household, family, or business.
 Is there an "appearance" of a conflict of interest so that a reasonable person may conclude that this party was selected for improper reasons: (If yes, explain)
 Yes No

VIII. PRIOR APPROVALS REQUIRED OR REQUESTED

Yes No Agreement must be Certified by the Attorney General under 3 V.S.A. § 342 (sign line #4 below)
 Yes No Attorney General review As To Form is required (\$25,000 and above) or otherwise requested: _____(AAG initial)
 Yes No Agreement must be approved by the Secretary of ADS/CIO
 Yes No Agreement must be approved by the CMO: for Marketing services over \$25,000
 Yes No Agreement must be approved by Comm. Human Resources: for Privatization, Retirees, Former Employees, & if a Contract fails the IRS test.
 Yes No Agreement must be approved by the Secretary of Administration

IX. AGENCY/DEPARTMENT HEAD CERTIFICATION; APPROVAL

I have made reasonable inquiry as to the accuracy of the above information (sign in order):

1-Date	1-Agency/Department Head	2-Date	2-Agency Secretary (if required)
	E-SIGNED by Doug Hoffer on 2020-07-02 14:06:32 EDT		
3a-Date	3a-CIO	3b-Date	3b-CMO
3c-Date			3c-Commissioner DHR
			E-SIGNED by Susan Zeller on 2020-07-08 10:10:42 EDT
4-Date	4-Attorney General	5-Date	5-Secretary of Administration

DOUGLAS R. HOFFER
STATE AUDITOR



STATE OF VERMONT
OFFICE OF THE STATE AUDITOR

TO: Susanne Young, Secretary of Administration
FROM: Doug Hoffer, State Auditor
DATE: July 1, 2020
SUBJECT: Bulletin 3.5 Waiver Concerning Contract Amendment Extension

In accordance with [24 V.S.A. §290b\(e\)](#), each Sheriff's Department is required to be audited once every two years by a public accountant. As such, the complete cycle of this work is conducted over two years, rather than one. We are, therefore, seeking a waiver from Bulletin 3.5 IX 3 b, which says that the contract can be extended for two additional one-year periods for a total maximum of four years. Instead, we would like to extend the contract once for a two-year period for the same maximum overall contract length of four years. We are proposing one amendment for two years rather than two one-year amendments because it will streamline the administration of the contract and ensure consistency over the next cycle of Sheriff audits.

This amendment to extend this competitively procured contract with McSoley, McCoy & Co would therefore be for two years upon your and the parties' approval.

E-SIGNED by Jason Aronowitz
on 2020-07-08 10:09:25 EDT

**STATE OF VERMONT
CONTRACT AMENDMENT**

It is hereby agreed by and between the State of Vermont, State Auditor's Office (the "State") and McSoley McCoy & Co., with a principal place of business in South Burlington, Vermont (the "Contractor") that the contract between them originally dated as of July 1, 2018, Contract #35793 as amended to date, (the "Contract") is hereby amended as follows:

- I. **Maximum Amount.** The maximum amount payable under the Contract, wherever such reference appears in the Contract, shall be changed from \$100,950 to \$189,850, representing an increase of \$88,900. (total of 14 additional audits at \$6,350/audit).
- II. **Contract Term.** The Contract end date, wherever such reference appears in the Contract, shall be changed from June 30, 2020 to June 30, 2022.
- III. **Attachment A. Scope of Services.** The Scope of Services as agreed to in Attachment A – Statement of Work is amended at section 2 to add:

For the fiscal year ending June 30, 2020, the following Vermont Sheriff Department Counties will be audited:

Addison County	Grand Isle County
Caledonia County	Lamoille County
Essex County	Orleans County
Franklin County	Rutland County

The eight audits (above counties) for the year ending June 30, 2020 shall be completed and reports submitted to each County Sheriff and to the State Auditor no later than December 31, 2020.

For the fiscal year ending June 30, 2021, the following Vermont Sheriff Department Counties will be audited:

Bennington County	Washington County
Chittenden County	Windham County
Orange County	Windsor County

The six audits (above counties) for the year ending June 30, 2021 shall be completed and reports submitted to each County Sheriff and to the Auditor no later than December 31, 2021.

Taxes Due to the State. Contractor certifies under the pains and penalties of perjury that, as of the date this contract amendment is signed, the Contractor is in good standing with respect to, or in full compliance with a plan to pay, any and all taxes due the State of Vermont.

Child Support (Applicable to natural persons only; not applicable to corporations, partnerships or LLCs). Contractor is under no obligation to pay child support or is in good standing with respect to or in full compliance with a plan to pay any and all child support payable under a support order as of the date of this amendment.

Certification Regarding Suspension or Debarment. Contractor certifies under the pains and penalties of perjury that, as of the date this contract amendment is signed, neither Contractor nor Contractor's principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in federal programs, or programs supported in whole or in part by federal funds.

Contractor further certifies under pains and penalties of perjury that, as of the date this contract amendment is signed, Contractor is not presently debarred, suspended, nor named on the State's debarment list at: <http://bgs.vermont.gov/purchasing-contracting/debarment>

This document consists of 3 pages. Except as modified by this Amendment No. 4, all provisions of the Contract remain in full force and effect.

The signatures of the undersigned indicate that each has read and agrees to be bound by this Amendment #4 to the Contract #35793.

STATE OF VERMONT

E-SIGNED by Doug Hoffer
By: _____ on 2020-07-02 12:23:00 EDT

Name: **Doug Hoffer**

Title: **Vermont State Auditor**

Date: _____

CONTRACTOR NAME

E-SIGNED by Tom Stretton
By: _____ on 2020-07-02 14:07:45 EDT

Name: _____

Title: _____

Date: _____