



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

Cover Memo

File #: CONS 24-159, **Version:** 1

DATE: March 26, 2024

TO: Mayor and City Council

FROM: Director of Finance

SUBJECT

Adopt a Resolution Authorizing the City Manager to Execute a Professional Services Agreement between the City of Hayward and Maze & Associates for Audit and Financial Services Not-to- Exceed \$389,807

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute a contract between the City and Maze & Associates for a professional services agreement for a three-year term, with an option to extend for two additional years (up to a total of five years).

SUMMARY

The City's contract with Maze & Associates expires on June 30, 2024. The City issued a Request For Proposals (RFP) for audit services on July 21, 2023 for services to commence with fiscal year ending June 30, 2024 with an option of auditing its financial statements for each of the two subsequent fiscal years. Five audit firms responded to the RFP including Maze & Associates, all five firms were invited to participate in oral interviews with staff. Maze & Associates was selected through the RFP process to serve as the City's professional audit firm for the next three years, with an option to extend for an additional two years.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution