



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

## Cover Memo

---

**File #:** CONS 18-775, **Version:** 1

---

**DATE:** December 4, 2018

**TO:** Mayor and City Council

**FROM:** Director of Finance

**SUBJECT**

Approval of Professional Auditing Services Contract with Maze & Associates in the Amount of \$110,000

**RECOMMENDATION**

That Council approves the attached 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.

**SUMMARY**

The City's contract with Maze & Associates expires on June 30, 2019. The City issued a RFP for audit services on April 4, 2018 for services to commence with fiscal year ending June 30, 2019 with an option of auditing its financial statements for each of the two subsequent fiscal years. Seven audit firms responded to the RFP including Maze & Associates, five firms were invited to participate in an oral interview with staff, and three firms were invited for a second oral interview. Maze & Associates was selected to serve as the City's professional audit firm for the next three years.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Statement of Fees