West Des Moines Water Works

Request for Proposal
For
Professional Audit Services

West Des Moines Water Works
1505 Railroad Ave
West Des Moines, IA 50265

September 21, 2026

WEST DES MOINES WATER WORKS
REQUEST FOR PROPOSAL
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I. INTRODUCTION

A. General Information

West Des Moines Water Works is requesting proposals from qualified firms of certified public accountants to audit its basic financial statements for an initial three-year term covering the calendar years ending December 31, 2026, 2027, and 2028, with two optional one-year renewals for 2029 and 2030, subject to satisfactory performance, mutual agreement, and applicable WDMWW approval.

There is no expressed or implied obligation for West Des Moines Water Works to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.

To be considered, four (4) copies of a sealed proposal, clearly marked on the front "PROPOSAL FOR AUDIT SERVICES", must be received in the Water Works office, 1505 Railroad Ave, West Des Moines, Iowa 50265 on or before 2:00 p.m., Central Daylight Time, October 16, 2026.

If interested firms still have questions after carefully reviewing the information presented in this Request for Proposal (RFP), a thirty (30) minute appointment may be scheduled with Finance Manager and Treasurer Matt Probasco. Appointments may be scheduled for the week of October 5, 2026, by emailing mprobasco@wdmww.com. If the firm would prefer to address their questions by telephone, please specify the contact's name and telephone number of the individual Mr. Probasco should call at the time of your appointment.

Any clarifications or additional information provided to one firm that is not included in the RFP, will be summarized, and e-mailed to all interested firms on Monday, October 12, 2026. Interested firms need to contact Matt Probasco at mprobasco@wdmww.com with the e-mail address at which they would like to receive this information.

Final selection of a firm will be completed at the November 16, 2026 Water Works board meeting.

B. Term of Engagement

An initial three-year term covering 2026–2028, with two optional one-year renewals for 2029 and 2030, subject to satisfactory performance, mutual agreement, and applicable WDMWW approval.

II. NATURE OF SERVICES REQUIRED

A. General

Water Works is soliciting the services of qualified firms of certified public accountants for an initial three-year term covering the calendar years ending December 31, 2026, 2027, and 2028, with two optional one-year renewals for 2029 and 2030, subject to the terms of this RFP.

B. Scope of Work to be Performed

West Des Moines Water Works desires the auditor to express an opinion on the fair presentation of its basic financial statements in conformity with accounting principles generally accepted in the United States of America (generally accepted accounting principles), based upon the audit of the basic financial statements of the Water Works. The auditor shall also be responsible for performing procedures involving supplementary information required by the Governmental Accounting Standards Board (GASB).

C. Auditing Standards to be Followed

To meet the requirements of this request for proposal, the audit shall be performed in accordance with the following standards:

1. Applicable accounting standards and pronouncements issued by the Governmental Accounting Standards Board (GASB).

2. Generally Accepted Auditing Standards (GAAS), as promulgated by the American Institute of Certified Public Accountants (AICPA).

3. Government Auditing Standards (2024 Revision), as amended or superseded, issued by the U.S. Government Accountability Office.

4. Provisions of U.S. Office of Management and Budget (OMB) 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as applicable.

5. Provisions of the Single Audit Act of 1984.

6. AICPA Guides applicable to state and local governments.

7. Provisions of the Code of Iowa, including Iowa Auditor of State audit guidelines, programs, reporting requirements, and statutory compliance testing.

D. Reports to be Issued

For the most part, the auditor’s reporting responsibilities are inherent in the auditing standards. The following reports to be issued are representative of the auditing standards. This list, however, is not exhaustive and additional reports may be required.

1. Independent auditor’s report.

2. Independent auditor’s report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with government auditing standards.

3. If Water Works is subject to a Single Audit, the auditor shall perform the audit and issue all applicable auditor reports required under the Single Audit Act and 2 CFR Part 200, Subpart F. The auditor shall also assist Water Works, as appropriate, in meeting applicable Single Audit reporting and submission requirements, while recognizing that schedules and corrective action documents designated as auditee responsibilities under federal regulations remain the responsibility of Water Works.

4. Present the audit results to the Board of Trustees or Finance and Audit Committee if requested, at no additional charge.

E. Special Considerations

1. During the agreement period, Water Works may prepare one or more official statements in connection with the sale of debt securities which will contain the basic financial statements and the auditor’s report thereon. The auditor shall be required, if requested by the financial advisor and/or underwriter, to issue a “consent and citation of expertise” as the auditor and any necessary “comfort letters.”

2. Effective January 1, 2025, West Des Moines Water Works became a member of Central Iowa Water Works (CIWW), a regional water production entity organized under Iowa Code Chapters 28E and 28F. Certain water production assets and related obligations were transferred to CIWW, and Water Works now purchases wholesale water from CIWW while continuing to operate certain production facilities under contractual arrangements with CIWW. The selected auditor should have experience with, or demonstrate the ability to address, accounting and auditing matters involving intergovernmental agreements, regional utility arrangements, asset transfers, cost reimbursements, and related transactions.

3. Water Works intends to prepare a draft of its basic financial statements, accompanying notes, required supplementary information, and supplementary information for submission to the auditor. The selected audit firm will audit the financial statements and

may recommend audit adjustments or revisions resulting from its audit procedures.

The selected firm may provide clerical assistance related to formatting, editing, assembly and production of the final audited financial report. The proposer should describe the level of financial statement preparation assistance normally provided to governmental audit clients and identify any services included in the proposed fee that would constitute non-audit services under Government Auditing Standards.

Water Works' objective is to maintain sufficient internal financial reporting capability to prepare its financial statements and related disclosures without relying on the independent auditor to perform financial statement preparation as a non-audit service.

4. The audit firm will provide Water Works with ten printed copies and one .PDF copy of the final report. Water Works shall be authorized to include this document on the West Des Moines Water Works website, reducing the number of printed reports needed, and to file the report electronically to meet continuing disclosure requirements for water revenue bond issues.

F. Working Paper Retention and Access to Working Papers

All working papers and reports must be retained, at the auditor’s expense, for a minimum of five (5) years, unless the firm is notified in writing by Water Works of the need to extend the retention period. The auditor will be required to make working papers available, upon request, to the following parties or their designees:

1. West Des Moines Water Works.

2. U.S. Government Accountability Office (GAO).

3. Parties designated by the federal or state government or by West Des Moines Water Works as part of an audit quality review process.

4. Auditors of entities of which Water Works is a recipient or subrecipient of grant funds.

In addition, the firm shall respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

III. DESCRIPTION OF WEST DES MOINES WATER WORKS

A. Contact Person

The auditor’s principal contact with Water Works will be Matt Probasco, Finance Manager and Treasurer, (mprobasco@wdmww.com) who will coordinate the assistance to be provided by Water Works to the auditor.

B. Background Information

West Des Moines Water Works serves the City of West Des Moines which currently covers approximately 47.2 square miles. The 2025 population, as estimated by the United States Census Bureau, is 74,224 residents. Water Works operates on a calendar year basis and has approximately 43 employees.

West Des Moines Water Works is legally a separate entity from the City of West Des Moines, with a separate board, and is not financially accountable to the City of West Des Moines. West Des Moines Water Works is not considered a component unit or a discrete component unit of the City of West Des Moines.

C. Budgetary Basis of Accounting

Water Works prepares and adopts its annual budget on the accrual basis consistent with U.S. Generally Accepted Accounting Principles (GAAP). In accordance with the Code of Iowa, the Board of Trustees adopts the budget following required public notice and hearing. The formal and legal level of budgetary control is at the total expense level. The Board of Trustees reviews and approves the proposed budget, and the annual budget may be amended during the year in accordance with applicable statutory procedures.

Water Works includes a Budgetary Comparison of Revenues, Expenses and Changes in Net Position – Actual to Budget, together with Notes to Budgetary Reporting, as supplementary information accompanying its annual financial statements.

D. Federal Financial Assistance

For the most recent year audited, December 31, 2025, Water Works did not expend sufficient federal awards to require a Single Audit under 2 CFR Part 200, Subpart F. It is anticipated that such an audit will not be required for at least the initial year covered by this request for proposal. Therefore, on the Schedule of Professional Fees and Expenses included in this RFP, Water Works is requiring that costs associated with the Single Audit under 2 CFR Part 200, Subpart F be priced separately and billed only if Water Works expends federal awards in an amount requiring a Single Audit.

E. Computer Systems

Water Works has been using Sage 300 accounting software since the fall of 2010.

In the Spring of 2024, Water Works migrated Payroll reporting and processing functions from Sage 300 to PayPro. Periodic application software updates and support are provided through a maintenance agreement with the vendor and a third-party consultant. Many reports generated by this software can be downloaded to a Microsoft Excel file.

Billing for municipal utilities including water and City of West Des Moines sewer, solid waste and storm water is performed using in-house software written in Visual Basic with a SQL Server database.

Water Works is currently evaluating RFPs for a new CIS (billing) system in conjunction with new accounting software. Vendor selection will occur at the end of 2026, with implementation occurring in 2027 and “go-live” targeted for early 2028. The selected auditor will be expected to coordinate with Water Works regarding the financial reporting/internal-control implications of system conversion, opening balances, data migration and audit trails, while maintaining auditor independence.

F. Predecessor Audit Firm

The predecessor audit firm is Eide Bailly, LLP. Those services covered calendar years ended December 31, 2021 through December 31, 2025.

IV. TIME REQUIREMENTS

A. Proposal and Contract Award Dates

Pre-proposal meetings/Q&A (optional)	October 5-9, 2026
Written clarifications sent, based on pre-proposal meetings/Q&A	October 12, 2026
Due date for proposals	October 16, 2026 by 2:00 p.m.
Contract award date	November 16, 2026

B. Schedule of Calendar Year Audit

1. Interim Work

Negotiable - can be coordinated by providing advance notice to Water Works’ Finance Manager and Treasurer.

2. Client Prepared Work Papers

The selected audit firm shall provide Water Works’ Finance Manager and Treasurer with a list of the schedules to be prepared by Water Works personnel no later than December 15 of the calendar year to be audited.

3. Physical Inventory Count

A physical inventory count will be completed by Water Works on the last working day of the calendar year. Water Works staff will be available at 8:00 a.m. on the first working day of the following year for an audit of the physical inventory count.

4. Tentative Schedule for Audit

Water Works personnel will have the trial balance and working papers completed by March 1 following the end of the year to be audited, with the exception of the GASB 68 data provided by IPERS. IPERS data is typically posted by the Auditor of the State of Iowa in May following the end of the year.

5. Draft Report

Electronic copies of the draft report shall be submitted to Water Works for review. This draft must be submitted to Water Works allowing one week for review by Water Works personnel and Board of Trustees and sufficient time for the audit firm to make any necessary changes while still meeting subsequent deadlines.

6. Final Report

Final copies of the financial statements and supplementary information must be received by Water Works no later than June 10 following the end of the calendar year.

V. ASSISTANCE TO BE PROVIDED TO THE AUDITOR

A. Finance Staff

Finance staff will be available during the audit to provide additional information and documentation as needed. The primary contact for audit information will be the Finance Manager and Treasurer, Matt Probasco, with additional assistance provided by the Accountant, Lindsey Harding.

B. Schedules to be Prepared by Water Works Staff

Water Works staff will prepare the trial balance, supporting work papers, draft basic financial statements, accompanying notes, required supplementary information, and supplementary information. Water Works will also prepare the MD&A and statistical section. The draft financial statements and related disclosures will be provided to the auditor for audit, review and proposed audit adjustments.

C. Work Area

Water Works will provide the auditors with a conference room within the Administration building. They will have access to a telephone line and photocopier. Internet access is available.

VI. PROPOSAL REQUIREMENTS

A. General Requirements

1. Inquiries

   Inquiries concerning this request for proposals and the subject of the request for proposal must be made to:

   Matt Probasco, Finance Manager and Treasurer
West Des Moines Water Works
1505 Railroad Ave
West Des Moines, IA 50265
(515) 222-3511
mprobasco@wdmww.com

2. Submission of Proposals

   The following material is required to be received by 2:00 p.m. on October 16, 2026 for a proposing firm to be considered:

   (a) Four (4) copies of a technical proposal which include the following:

   i) Title page showing the request for proposals' subject; the firm's name; the name, address, and telephone number of a contact person; and the date of the proposal,

   ii) Table of contents,

   iii) Signed transmittal letter briefly stating the proposer's understanding of the work to be done, the commitment to perform the work within the time period, a statement why the firm believes itself to be best qualified to perform the engagement, and a statement that the proposal is a firm and irrevocable offer for sixty (60) days,

iv) Detailed technical proposal following the order set forth in Section VI. B. of this request for proposal, and

v) Executed copy of “PROPOSER WARRANTIES”, located in **Appendix A** of this request.

(b) One separately sealed Cost Bid labeled COST BID which includes the following:

i) Executed copy of “SCHEDULE OF PROFESSIONAL FEES AND EXPENSES, ALL INCLUSIVE MAXIMUM PRICE”, located in **Appendix B** of this request, and

ii) Supporting schedule showing estimated hours and hourly rates by staff classification and any separately priced additional services.

(c) Proposers should send the completed proposal to the following address:

West Des Moines Water Works
Office of the Finance Manager & Treasurer
1505 Railroad Ave
West Des Moines, IA 50265

Clearly mark on the front of the envelope “PROPOSAL FOR AUDIT SERVICES”.

B. Technical Proposal

1. General Requirements

The purpose of the technical proposal is to demonstrate the qualifications, competence, and capacity of the firms seeking to undertake an independent audit of West Des Moines Water Works in conformity with the requirements of this request for proposal. The technical proposal should demonstrate the qualifications of the firm and of the staff to be assigned to this engagement. It should also specify an audit approach that will meet the requirements of this request for proposal.

The technical proposal should address all the points outlined in the request for proposal (excluding any cost information which should be included in cost bid). The proposal should be prepared simply and economically, providing a straightforward, concise description of the proposer's capabilities to satisfy the requirements of the request for proposal. While additional data may be presented, the following subjects, item numbers 2 through 9, must be included. They represent the criteria against which the proposal will be evaluated.

2. Independence

The firm should provide an affirmative statement that it is independent of West Des Moines Water Works as defined by Generally Accepted Auditing Standards (GAAS) and Government Auditing Standards (GAGAS).

The firm should list and describe any relationships involving West Des Moines Water Works for the past five (5) years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to performing the proposed audit.

3. License to Practice in Iowa

An affirmative statement should be included that the firm and all assigned key professional staff are properly licensed to practice in Iowa.

4. Firm Qualifications and Experience

The proposal should state the size of the firm, the size of the firm's governmental audit staff, the location of the office from which the work on this engagement is to be performed, and the number and nature of the professional staff to be employed in this engagement.

If the proposer is a joint venture or consortium, the qualifications of each firm comprising the joint venture or consortium should be separately identified and the firm that is to serve as the principal auditor should be noted, if applicable.

The firm shall submit its most recent peer review report and acceptance letter, together with any letter of comments, if applicable.

The firm shall also provide information on the results of any federal or state desk reviews or field reviews of its audits during the past three (3) years. In addition, the firm shall provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three (3) years with state regulatory bodies or professional organizations.

5. Partner, Supervisory and Staff Qualifications and Experience

The firm should identify the principal supervisory and management staff, including engagement partners, managers, other supervisors, and specialists, who would be assigned to the engagement and indicate whether each such person is licensed to practice as a certified public accountant in Iowa. Also provide information on the governmental utility auditing experience of each person, including information on relevant continuing professional education for the past three (3) years and membership in professional organizations relevant to the performance of this audit.

Water Works retains the right to approve or reject replacements of the engagement partner, managers, or other supervisory staff. Other audit personnel may be changed at the discretion of the proposer if replacements have substantially the same or better qualifications or experience.

6. Similar Engagements with Other Government Entities

For the firm’s office that will be assigned responsibility for the audit, list the most significant engagements (maximum of 5) performed in the last five (5) years that are similar to the engagement described in this request for proposal. Indicate the scope of work, date, engagement partners, total staff hours, and a point of contact at the client.

7. Specific Audit Approach

The proposal should set forth a work plan, including an explanation of the audit methodology to be followed, to perform the services required in Section II of this request for proposal. This should include:

(a) Proposed segmentation of the engagement,
(b) Level of staff and number of hours to be assigned to each proposed segment of the engagement,
(c) Extent of use of EDP software in the engagement,
(d) Type and extent of analytical procedures to be used in the engagement,
(e) Approach to be taken to gain and document an understanding of West Des Moines Water Works’ internal control structure,
(f) Approach to be taken in determining laws and regulations that will be subject to audit test work,

(g) Approach to be taken in drawing audit samples for purposes of compliance tests,
(h) Approach to be taken in meeting deadlines and remaining timely, and
(i) Firm's expectations regarding client-prepared financial statements and disclosures, including the level of completeness expected from Water Works and any financial statement preparation assistance the firm anticipates providing.

8. Identification of Anticipated Potential Audit Problems

The proposal should identify and describe any anticipated potential audit problems, the firm's approach to resolving these problems and any special assistance that will be requested from Water Works.

9. Report Sample

The proposal should include a sample audited financial report from an engagement involving a governmental entity or municipal utility of comparable size and complexity

C. Cost Bid

The following information should be provided in the format of Appendix B.

1. Total All-Inclusive Maximum Price

The cost bid should contain all pricing information relative to performing the audit engagement as described in this request for proposal. The total all-inclusive maximum price to be bid is to contain all direct and indirect costs including out-of-pocket expenses and cost of printing the audit report. Also included should be costs associated with entrance, progress, exit, and other meetings.

Water Works will not be responsible for expenses incurred in preparing and submitting the technical proposal or the cost bid. The cost bid should include the following information:

(a) Name of Firm
(b) Certification that the person signing the proposal is entitled to represent the firm, empowered to submit the bid, and authorized to sign a contract with West Des Moines Water Works
(c) A Total All-Inclusive Maximum Price for Each Calendar Year, as follows:

Calendar year ended December 31, 2026
Calendar year ended December 31, 2027
Calendar year ended December 31, 2028
If Option to extend is elected:
Calendar year ended December 31, 2029
Calendar year ended December 31, 2030

2. Number of estimated hours for each level of staff that will work on the engagement and their current hourly rates.

3. Rates for Additional Professional Services

   If it should become necessary for Water Works to request the auditor to render any additional services to either supplement the services requested in this RFP or to perform additional work as a result of the specific recommendations included in any report issued on this engagement, then such additional work shall be performed only if set forth in a written agreement signed by both Water Works and the audit firm. Any such additional work agreed to between Water Works and the firm shall be performed at the same rates set forth in the schedule of fees and expenses included in the sealed dollar cost bid.

4. Manner of Payment

   Progress payments will be made based on hours of work completed during the engagement and out-of-pocket expenses incurred in accordance with the firm's cost bid.

5. Tax-Exempt Entity

   West Des Moines Water Works is a tax-exempt entity; thus, taxes are not to be included in fee calculations.

VII. Evaluation Procedures

A. Review of Proposals

Water Works will use a point formula during the review process to score proposals. Technical proposals will be scored based on the criteria described in Section VI. B. and Section VII. B. A composite technical score will be determined for each firm based on the individual scores of the evaluators. Firms with an unacceptably low technical score will be eliminated from further consideration.

After the composite technical score for each firm has been established, the cost bid will be opened, and additional points will be added to the technical score based on the prices bid.

Water Works reserves the right to retain all proposals submitted and use any idea in a proposal regardless of whether the proposal is selected.

B. Evaluation Criteria

Proposals will be evaluated using three sets of criteria. Firms meeting the mandatory criteria will have their proposals evaluated and scored for both technical qualifications and price. The following represent the principal selection criteria which will be considered during the evaluation process.

1. Mandatory Elements

(a) The audit firm is independent and licensed to practice in the state of Iowa.
(b) The audit firm's professional personnel have received adequate continuing education within the preceding two years.
(c) The firm has no conflict of interest regarding any other work performed by the firm for West Des Moines Water Works.
(d) The firm submits a copy of its most recent peer review report and acceptance letter, together with any letter of comments, if applicable.
(e) The firm adheres to the instructions in this request for proposal on preparing and submitting the proposal.

2. Technical Quality

(a) Expertise and Experience

i) The firm's experience and performance on comparable government engagements.
ii) The firm's experience and knowledge regarding recent accounting pronouncements, including GASB 68, GASB 87 and later GASB pronouncements.
iii) The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's management support personnel to be available for technical consultation.

(b) Audit Approach

i) Adequacy of proposed staffing plan for various segments of the engagement.

ii) Adequacy of sampling techniques and analytical procedures.

iii) Adequacy of internal control structure understanding.

3. Price

Cost will not be the sole factor in the selection of an audit firm. For purposes of scoring, the lowest cost proposal will be awarded the maximum 20 points, with each successively higher cost proposal assigned a proportionately lower point value.

4. Availability, Responsiveness & Onsite Service

A small portion of the scoring will consider the firm's availability, responsiveness, ability to provide onsite service when needed, and accessibility of the engagement team.

5. Quality of Proposal

Organization, clarity, completeness and responsiveness to the RFP.

6. Weighting of Scoring Criteria

The following table summarizes how the proposals will be scored:

Evaluation Criteria	Weight (in points)
Experience with comparable governmental entities, enterprise funds, municipal utilities, and intergovernmental/ 28E agreements.	20
Experience & knowledge of recent standards	20
Credentials of all levels of staff assigned to the engagement	20
Audit approach	10
Price	20
Availability, Responsiveness & Onsite Service	5
Quality of proposal	5
Total	**100**

C. Final Selection

The Water Works Board of Trustees will select a firm based upon the recommendation of the General Manager, Finance Manager and Treasurer, and the Finance and Audit Committee.

Water Works expects to notify the successful proposer on or shortly after November 16, 2026.

D. Right to Reject Proposals

Submission of a proposal indicates the acceptance by the audit firm of the conditions contained in this request for proposal unless clearly and specifically noted in the proposal submitted and confirmed in writing by Water Works and the firm selected. Water Works reserves the right without prejudice to reject any or all proposals.

VIII. INSURANCE - SELECTED AUDIT FIRM

A. Certificate of Insurance

1. The selected firm shall submit to Water Works a Certificate of Insurance, and continuously maintain throughout the contract period the following types and amounts of insurance coverage:

   (a) Workers' compensation insurance consisting of statutory compensation benefits and $100,000 of employer's liability,
   (b) Comprehensive general liability insurance with separate limits of not less than $500,000 per person for bodily injury, $500,000 per accident for property damage and not less than $1,000,000 per occurrence,
   (c) Comprehensive owned and non-owned automobile liability insurance with the same minimum limits of coverage as that required for the comprehensive general liability insurance, and
   (d) Professional liability insurance coverage with an annual aggregate limit of not less than $1,000,000.

2. The firm's Certificate of Insurance shall state that the insurance carrier shall notify Water Works in writing at least thirty (30) days prior to any change or cancellation of said policy or policies.

B. Hold Harmless

1. The firm shall indemnify, defend and hold harmless West Des Moines Water Works and its officers, employees, and agents from any and all liability, loss, cost, damage, or expense (including reasonable attorney's fees and court costs) resulting from, arising out of, or incurred by reason of any claims, actions, or suits based upon or alleging bodily injury, including death, or property damage arising out of or resulting from the firm's operations under this contract, whether such operations be by himself or herself or by any subcontractor or by anyone directly or indirectly employed by either of them.

2. It is further specifically stipulated that the firm's insurance coverage shall include an endorsement that, regarding the firm's insurance coverage, the carrier shall never assert any claim against West Des Moines Water Works, its officers, or employees, arising in any way from this agreement.

3. The firm is not, and shall not be deemed to be, an agent or employee of West Des Moines Water Works.

IX. CONTRACT

A. The Audit Services Contract between Water Works and the proposer shall be a combination of the specifications, terms and conditions of this RFP, the offer contained in the proposal, and any written clarification or changes agreed to in writing by both parties.

Appendix A

WEST DES MOINES WATER WORKS
AUDIT SERVICES
REQUEST FOR PROPOSAL

PROPOSER WARRANTIES

A. Proposer warrants that it is willing and able to obtain the insurance coverage specified in Section VIII of this request for proposals.

B. Proposer warrants that it will not delegate or subcontract its responsibilities under this agreement without the prior written permission of West Des Moines Water Works.

C. Proposer warrants that all information provided by it in connection with this proposal is true and accurate.

D. Proposer warrants that neither the firm nor any of its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any federal programs.

Signature of Authorized Firm Representative

____

Name (typed)

____

Title

____

Firm

____

Date

____

Appendix B

PROPOSAL FOR AUDIT SERVICES
WEST DES MOINES WATER WORKS
SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
ALL INCLUSIVE MAXIMUM PRICE

THE FIRM OF: ____

Address: ____
____

Hereby agrees to provide the requested services defined in West Des Moines Water Works Request for Proposal for Audit Services dated September 21, 2026 for the all-inclusive maximum price shown below:

	Base Audit Price	Audit Price **Including** a Single Audit, if Required
Year Ended December 31, 2026	$ ______________	$ ______________
Year Ended December 31, 2027	$ ______________	$ ______________
Year Ended December 31, 2028	$ ______________	$ ______________
If Option to Extend is Elected by Both Parties:		
Year Ended December 31, 2029	$ ______________	$ ______________
Year Ended December 31, 2030	$ ______________	$ ______________

The schedule of professional fees and direct and indirect expenses that supports the all-inclusive maximum prices shown above is attached.

Person to contact regarding this proposal: ___________________________

Title: ________________ Phone: ___________ e-mail: ______________

Name of person authorized to bind the Firm: _________________________

Signature: _______________________________ Date: _____________