



Staff Report

Agenda Item:	8	Name:	Michelle Clark
Proposed No.:	FCD25-02	Date:	April 2, 2025

Proposed Motion FCD25-02: A MOTION authorizing the Chair to enter into the second amendment to the contract for accounting services.

The King County Flood Control District (District) uses consultants to provide professional services including accounting and financial management services. Motion FCD23-03 authorized the chair to enter into a contract for accounting services with Francis & Company PLLC (Francis) after a competitive process in 2023. That contract is for a term of one year with three options to extend the contract for one additional year per extension. Motion FCD2024-01 authorized the Chair to enter into the first amendment to the contract with Francis for accounting services.

Under the proposed contract amendment, Francis will continue to provide accounting and financial management services including:

1. Provide accounting services, including general ledger maintenance and preparation of monthly financial statements relating to District operating and capital budgets;
2. Prepare a full set of year-end financial statements in accordance with generally accepted accounting principles;
3. Prepare an annual audit of operating and management services contract with District primary service provider King County;
4. Serve as primary point of contact and perform accounting services to support the annual audits of the District by the Washington State Auditor; and
5. Advise the District on financial compliance issues for special purpose governments, state and federal grants, and other compliance areas.

The contract amendment is for an amount not to exceed \$200,000. Approval of this motion is consistent with District procurement policies, is administrative and does not impact the 2025 adopted budget.