

CONSULTING AGREEMENT
between
City of Powder Springs
and
JAT Consulting Services, Inc.

This agreement is made effective as of _____ by and between *JAT Consulting Services, Inc.*, of Kennesaw, Georgia and City of Powder Springs of Powder Springs, Georgia.

In this Agreement, the party who is contracting to receive services shall be referred to as "CPS", and the party who will be providing the services shall be referred to as "JAT".

SCOPE OF SERVICES: Specific consulting services provided by JAT shall be based on the needs as determined jointly by JAT and CPS and defined by Service Authorization. This Service Authorization providing a description of services/fee will be approved in writing by both parties, prior to the start of work.

PERFORMANCE OF SERVICES: JAT will endeavor to work closely with CPS management, striving to provide consulting services, as may be required and within the realm of JAT's experience and knowledge.

JAT will perform services to the same and shall ordinarily used by members of financial accounting professionals under similar conditions at same time and locality.

COMPENSATION: Compensation for consulting services shall be based on Hourly Billing Rates. The following Billing Rates provide full compensation for payroll, overhead, and profit.

Classification	Hourly Billing Rate
Principal/Senior Financial Management Consultant.....	\$155-\$225
Financial Analyst/Sr. Accountant/Specialist.....	\$130-\$145
Accountant.....	\$85-\$125

Expense Reimbursement: JAT shall be entitled to reimbursement from CPS for all "out of pocket" expenses, including but not limited to air travel, hotel accommodations, personal car mileage (at current IRS rate), car rentals, taxi services, meals, newspaper staffing advertisements, copying, and printing if applicable. The City will be notified of expenses prior to incurring them.

must approve

METHOD OF PAYMENT: For actual services provided, an invoice will be submitted upon completion of a Task Order or at the end of each month for costs incurred during that month. Payment will be due within 10 days of the date of the invoice.

PERIOD OF AGREEMENT: Services under this agreement shall be provided for a period of six months from date of contract approval, with an option to renew. Either party may terminate this agreement with 30 days notice. *9 JAT A.*

CONFIDENTIALITY: JAT recognizes that CPS has and will have the following information: inventions, machinery, products, future plans, business affairs, process information, trade secrets, technical information, customer lists, product design information, copyrights and other proprietary and legal information (collectively, "Information") which are valuable, special and unique assets of CPS. *CPS* agrees that JAT will not at any time or in any manner, either directly or indirectly, use any information for JAT's own benefit, or divulge, disclose, or communicate in any manner any information to any third party without the prior written consent of CPS. JAT will protect the Information and treat it as strictly confidential. A violation of this paragraph shall be a material violation of this Agreement.

RETURN OF RECORDS: Upon termination of this Agreement, JAT shall deliver all records, notes, data, memorandum, models, and equipment of any nature that are in JAT's possession or under JAT's control and that are CPS's property.

LIABILITY: CPS expressly agrees that JAT shall not be liable to CPS for lost profit or other financial loss to CPS of any type or description, special, indirect or consequential, which may be caused directly or indirectly, by any time delay, inadequacies or deficiencies associated with JAT during the conduct of JAT consulting services.

NOTICES: All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the U.S. mail, postage prepaid, addressed as follows:

Jo Ann Tuttle, President
JAT Consulting Services, Inc.
1301 Shiloh Road,
Suite 1430
Kennesaw, Georgia 30144

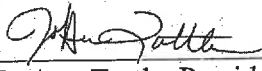
Pam Conner
City Manager
City of Powder Springs
4426 Marietta Steet
Powder Springs, Georgia 30127

Such address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

APPLICABLE LAW: This Agreement shall be governed by the laws of the State of Georgia.

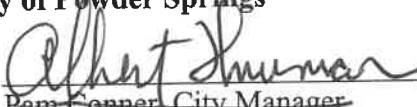
Venue for any lawsuit shall be Cobb County, Ga. A.I.

JAT Consulting Services, Inc.

By: 
Jo Ann Tuttle, President

Date: 3/30/2023

City of Powder Springs

By: 
~~Pam Conner, City Manager~~
Albert Thurman, Mayor *ba*

Date: 4/3/23

Approved as to form:


City Attorney

SERVICE AUTHORIZATION NO. 1

This Service Authorization is based on the Agreement between City of Powder Springs and JAT Consulting Services, Inc. (JAT), dated _____.

SCOPE OF SERVICES: Financial/Accounting Management Consulting

Compile Budget Document – JAT will utilize the word template of the budget document and excel file of the proposed/adopted budget provided by the City to compile the FY 24 Budget Document. JAT will work with City staff to obtain the budget document components.

Import Adopted Budget in Edmunds – JAT will utilize the excel file of the adopted budget provided by the City to prepare an import file for Edmunds, import and validate the data.

PERIOD OF AGREEMENT: April 1, 2023 – December 31, 2023

COMPENSATION: Basis of Compensation for this Service Authorization:

☒ Billing Rates

Classification	Employee	Hourly Billing Rate
Sr. Financial Management Consultant	Rachel Bembry, CPA	\$160.00
Government Financial Specialist	Karine Brooms	\$105.00
Government Financial Specialist	Penny Purchell, CPA	\$115.00
Government Financial Specialist	Amanda Maize	\$85.00

Reimbursable Expenses will be billed at cost without markup.

SUBMITTED:

JAT CONSULTING SERVICES, INC.



Jo Ann Tuttle, President

Date: 3/30/2023

ACCEPTED:

CITY OF POWDER SPRINGS



~~Pam Conner, City Manager~~

Albert Thurman,
Mayor

Date:

4/3/23

Approved as to form:


City Attorney

SERVICE AUTHORIZATION NO. 2

This Service Authorization is based on the Agreement between City of Powder Springs and JAT Consulting Services, Inc. (JAT), dated _____.

SCOPE OF SERVICES: Financial/Accounting Management Consulting

Distribution of Monthly Revenue and Expenditure Budget to Actual Reports – JAT will distribute monthly Revenue and Expenditure Budget to Actual Reports to Department Heads for their respective department by the end of the following month. JAT will also prepare a complete report for Management. This estimate assumes month-end closing entries are posted by the City at or near month end.

PERIOD OF AGREEMENT: April 1, 2023 – December 31, 2023

COMPENSATION: Basis of Compensation for this Service Authorization:


☒ Billing Rates

Classification	Employee	Hourly Billing Rate
Sr. Financial Management Consultant	Rachel Bembry, CPA	\$160.00
Government Financial Specialist	Karine Brooms	\$105.00
Government Financial Specialist	Penny Purchell, CPA	\$115.00
Government Financial Specialist	Amanda Maize	\$85.00

Reimbursable Expenses will be billed at cost without markup.

SUBMITTED:

JAT CONSULTING SERVICES, INC.



Jo Ann Tuttle, President

Date: 3/30/2023

ACCEPTED:

CITY OF POWDER SPRINGS



~~Pam Conner, City Manager~~ Albert Thurman,
Mayor

Date: 4/3/23

Approved as to form:


City Attorney

SERVICE AUTHORIZATION NO. 3

This Service Authorization is based on the Agreement between City of Powder Springs and JAT Consulting Services, Inc. (JAT), dated _____.

SCOPE OF SERVICES: Financial/Accounting Management Consulting

Bank Reconciliation for Pooled Cash Account – JAT will match receipts and disbursements booked in the general ledger to deposits and withdrawals posted in the bank. JAT will assess the need for any additional journal entries and work with the City to post entries. This estimate assumes there are no problems with the regular recording of receipts and disbursements and that deposits are made in a timely manner.

PERIOD OF AGREEMENT: April 1, 2023 – December 31, 2023

COMPENSATION: Basis of Compensation for this Service Authorization:


☒ Billing Rates

Classification	Employee	Hourly Billing Rate
Sr. Financial Management Consultant	Rachel Bembry, CPA	\$160.00
Government Financial Specialist	Karine Brooms	\$105.00
Government Financial Specialist	Penny Purchell, CPA	\$115.00
Government Financial Specialist	Amanda Maize	\$85.00

Reimbursable Expenses will be billed at cost without markup.

SUBMITTED:

JAT CONSULTING SERVICES, INC.



Jo Ann Tuttle, President

Date: 3/30/2023

ACCEPTED:


CITY OF POWDER SPRINGS



~~Pam Conner, City Manager~~ Albert Thurman, Mayor

Date: 4/3/23

Approved as to form:



City Attorney