



# CITY OF PEWAUKEE, WISCONSIN

## Request for Proposal Professional Auditing Services

W240 N3065 Pewaukee Road  
Pewaukee, WI 53072

September 11, 2019

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## PURPOSE OF REQUEST

The City of Pewaukee, Wisconsin (City) is requesting proposals for the purpose of retaining a certified public accounting firm (Firm) to audit the City's financial records for the fiscal years ending December 31, 2019, 2020 and 2021 with the option of extending the contract to years 2022 and 2023 at the request of the City. All detailed information needs are outlined in subsequent sections of this request for proposal (RFP). The term of the contract with the successful Firm shall commence no later than December 1, 2019.

This RFP seeks professional services, and statutory bidding laws do not apply.

## TIME SCHEDULE

The City intends to use the following timetable for evaluation and selection of an auditing firm:

Week of September 9 <sup>th</sup> , 2019	Send out request for proposal
September 30 <sup>th</sup> , 2019	Deadline for submission of questions from Firms
October 7 <sup>th</sup> , 2019 – 2:00 p.m.	Deadline for receipt of proposal by the City <b><u>No submissions will be accepted after this date.</u></b>
Week of October 14 <sup>th</sup> , 2019	Committee Evaluation of Proposals
Week of October 21 <sup>st</sup> , 2019	Interview finalists (if necessary)
November 4 <sup>th</sup> , 2019	Common Council award contract with Auditing Firm

## INSTRUCTIONS TO AUDITING FIRMS

1. All submissions must be addressed and mailed or delivered to:

City of Pewaukee  
Kelly Tarczewski - Clerk/Treasurer  
W240 N3065 Pewaukee Road  
Pewaukee, WI 53072

2. All proposals must be in writing and must be in a sealed envelope and clearly marked in the lower left corner "Auditing Services Proposals". **All proposals must be received by 2:00 p.m. on Monday, October 7<sup>th</sup>, 2019. Proposals received after that date and time will be rejected.** Proposals will not be opened publicly.

3. One (1) original and seven (7) written copies of each technical proposal must be provided. In addition, one (1) original and one (1) copy of the cost proposal must be provided in a separate envelope from the technical proposal.
4. The Clerk/Treasurer Department will notify the Firm selected by Tuesday, November 5<sup>th</sup>, 2019. If interviews are required prior to selection, your firm will be notified by Friday, October 18<sup>th</sup>, 2019. Interview time is scheduled for the week of October 21<sup>st</sup>, 2019.
5. The City of Pewaukee will accept written questions from Firms as long as such questions are received prior to the close of business on Wednesday, October 2<sup>nd</sup>, 2019. Questions should be addressed to the Clerk/Treasurer at the address above, by fax to (262) 691-1798, or via email to [tarczewski@pewaukee.wi.us](mailto:tarczewski@pewaukee.wi.us). Please allow two business days to respond.
6. This request for proposal does not commit the City to award a contract, to pay any costs incurred in the preparation of a submittal to this request or to procure or contract for services or supplies.
7. No official or employee on the Evaluation Committee shall have any financial interest, whether direct or indirect, in the contract. No official or employee of the Evaluation Committee shall exercise any undue influence in the awarding of the contract.
8. Amendment of proposals may be done as follows:
  - a. **By the City:** Proposals may be amended by the City in response to the need for further clarification, specifications and/or requirement changes, new opening date, etc. Amendments will be posted to the City of Pewaukee's website at [www.cityofpewaukee.us](http://www.cityofpewaukee.us)

It is the responsibility of prospective Firms to check this website for any future amendments, questions, revisions, etc., prior to the opening date. All amendments must be acknowledged in the transmittal letter. Failure to do so may result in your response being rejected.
  - b. **By the Firm:** Proposals may only be amended after receipt by the City by submitting a later dated proposal that specifically states that it is amending an earlier proposal. No proposal may be amended after the opening dates unless requested by the City.
9. Proposals may be withdrawn only in total, and only by written request to the City prior to the time and date scheduled for the opening of proposals.
10. A submittal that includes contractual terms and conditions that do not conform to the contractual terms and conditions in this request for proposal document is subject to

rejection as nonresponsive. The City reserves the right to permit the respondent to withdraw nonconforming terms and conditions from its response or negotiate changes to the contractual requirements prior to taking a determination of responsiveness.

## **DESCRIPTION OF ENTITY AND RECORDS TO BE AUDITED**

The City of Pewaukee is located in Waukesha County, approximately 20 miles west of downtown Milwaukee, in the southeast corner of Wisconsin. Incorporated in 1999, the City of Pewaukee covers over twenty-one square miles and has an estimated population of 14,772 (per the Wisconsin Department of Administration). The City operates under the Mayor-Council form of government. The six aldermen represent three districts, serving three-year staggered terms. The Mayor is also elected to serve a three-year term and serves as the City's Chief Executive Officer. The City Administrator is appointed by the City Common Council and oversees the day to day operations. The City of Pewaukee provides a full range of services typical of municipal governments, including police (contracted with Waukesha County), fire and emergency medical protection; public works activities such as street maintenance, refuse and recycling collection (contracted), water utility, wastewater treatment services, and storm water utility; park and recreation activities; community development activities including planning, zoning enforcement, economic development and construction inspection; property assessment; and general and financial administration. As of the most recent debt issue in October 2018 the City continues to maintain an Aa1 rating from Moody's Investor's Service, Inc.

The City government includes 11 departments. The City employs 73 full time equivalent (excluding temporary) employees. The City had a payroll of approximately \$5.7 million for 2018 covering about 48 permanent employees, about 76 firefighters (paid and paid on call), seven Common Council members, numerous commission and board members, recreation instructors and poll workers.

The City participates in the Wisconsin Retirement System, a cost-sharing multi-employer public employee retirement system covering all eligible employees.

The City's 2019 adopted budget of approximately \$27.5 million included approximately \$1.9 million for capital improvements. The remaining \$25.6 million funds a wide range of municipal services. The City's Utility operations have assets of approximately \$94 million and yearly operating expenses of \$6 million. A summary of the various funds used by the City is included in Appendix A to this Request for Proposal.

The City's Annual Financial Reports, dating back to 2004, are available on the City's website [www.cityofpewaukee.us](http://www.cityofpewaukee.us).

Since 2006, the City has used Great Plains as its primary accounting software. The City currently uses the following modules: general ledger, accounts payable and accounts receivable. The City utilizes Utility Management Solutions (UMS) for utility billing and

payments, Banyon Data Systems for property tax collection, and payroll is processed using ADP. The City will be transitioning accounting functions to BS&A Software in 2020.

The City's fiscal year ends on December 31.

## **BASIS OF ACCOUNTING**

The City follows generally accepted accounting principles as applicable to governmental units in the preparation of its financial statements. The modified accrual basis of accounting is used for all governmental funds. The accrual basis is used for all proprietary funds.

Expenditure and expense transactions are generally recorded as incurred during the year. Fixed asset changes and depreciation are recorded as year-end adjustments. Revenues are generally recorded during the year on a cash basis and adjusted to accrual at year-end by City staff. The notes to the financial statements include a summary of significant accounting policies.

## **SCOPE OF AUDIT**

The audit shall cover the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Pewaukee, Wisconsin as of and for the year ending December 31, 2019, 2020 and 2021 and related notes to the financial statements, which collectively comprise the City's basic financial statements. The audit shall be conducted in accordance with auditing standards generally accepted in the United States of America, American Institute of Certified Public Accountants Industry Audit Guide, and Audits of State and Local Government Units.

The Firm will also be responsible for preparing all financial statements, schedules and associated notes, as well as the State Financial Report Form C and the Wisconsin Public Service Commission Annual Report for the City of Pewaukee Water Utility. The audit shall include an annual examination of the City's financial statements for the years ending December 31, 2019, 2020 and 2021 with an option to extend services for years ending December 31, 2022 and 2023.

The City presently does not anticipate the need for a single audit through the term of this contract. Should the City receive federal and/or state financial assistance that would require a single audit to be performed; the City will negotiate the necessary fees with the Firm based on the hourly rates for the applicable year per the Firm's cost proposal.

In addition to the above, the Firm will:

1. Prepare and publish a SAS 114 and SAS 115 letter, Communications to those charged with governance and management, which includes findings and recommendations

affecting financial statements, internal controls, accounting systems and procedures, legality of actions and any other material matters.

2. If necessary, prepare an annual single audit report and express an opinion thereon, for the years ending December 31, 2019, 2020 and 2021 as required by the Federal Office of Management and Budget Circular A-133 and the State of Wisconsin Single Audit Guidelines, with an option to extend services for years ending December 31, 2022 and 2023.
3. Audit presentation of financial statements and management letter to the City Common Council is expected to occur no later than the second meeting in June, which takes place on the third Monday of the month. A representative from the Firm shall be available to meet with elected officials at that evening's meeting to answer questions regarding the completed audit and/or management letter.
4. Provide all reports in a digital format as well as the following number of copies at least one (1) week prior to presenting the report to the Common Council:

Audit Financial Statements	Thirteen (13)
Single Audit (if necessary)	Thirteen (13)
Management Letter	Thirteen (13)

5. Will comply with the following work completion schedule deadlines for each fiscal year audited:

State Form C	No Later Than May 15 <sup>th</sup>
Final Audit Fieldwork	Early May
Draft Reports Completed	No Later Than June 1 <sup>st</sup>
Attend City Council Meeting	Third Monday in June

#### **ASSISTANCE AVAILABLE TO SELECTED FIRM**

The City's financial statements were last audited by Rotroff Jeanson & Company S.C. as of December 31, 2018. The City received an unqualified audit opinion. Audit work papers prepared by Rotroff Jeanson & Company S.C. will be made available for inspection after the selection of an audit form has been completed. The work papers will be available for inspection at 385 Williamstowne, Suite 204, Delafield, WI 53018-2323.

The primary contact for the audit will be the City Accountant and the Accounting staff. Other staff will be available to provide information and explanations as required. Appendix B contains a copy of the organizational chart for the City.

The City will provide adequate office space, office furniture, photocopying, internet, telephone and fax service at no cost to the auditor. City telephones can be used for all local calls and long distance calls connected to the audit. City-prepared work papers and other analyses requested by the auditors are made available in electronic format (generally Microsoft Excel and Adobe Acrobat files). The audit personnel also have direct read-only access to Great Plains and UMS.

## **TERMS AND CONDITONS**

### **Insurance**

All proposals must include either a description of the Firm's insurance or a certificate of insurance outlining the Firm's insurance policies which evidence a prudent amount of coverage for the willful or negligent acts or omission of any officers, employees or agents thereof. The City's minimum requirement for errors and omissions coverage is \$2 million. The successful Firm shall agree that it will, at all times during the term of the agreement, keep inforce and effect insurance policies required by the contract, issued by a company or companies authorized to do business in the State of Wisconsin and satisfactory to the City. Such insurance shall be primary. Prior to execution of the written contract, the successful Firm shall furnish the City with a Certificate of Insurance listing the City as an additional insured and upon request, certified copies of the required insurance policies. The Certificate shall reference the contract and provide for thirty (30) days advance notice of cancellation or nonrenewal during the term of the agreement.

Failure to submit an insurance certificate, as required, can make the contract voidable at the City's discretion.

### **Applicable Law**

Any lawsuits related to or arising out of disputes under this agreement shall be commenced and tried in Circuit Court of Waukesha County, Wisconsin, and the City and successful Firm shall submit to the jurisdiction of the Circuit Court for such lawsuits.

### **Nondiscrimination**

In connection with the performance of work under this agreement, the Firm agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, marital status, sexual orientation, sex, disability, national origin or ancestry.

### **Assignment or Subcontract**

This contract may not be assigned or subcontracted by the Firm.

### **Independent Contractor Status**

The Firm agrees that it is an independent Contractor with respect to the services provided pursuant to this agreement. Nothing in this agreement shall be considered to create the relationship of employer and employee between the parties.

### **Amendments to Contract**

This contract may be modified only by written amendment to the contract, signed by both parties.

### **Waiver**

One or more waivers by any party of any term of the contract will not be construed as a waiver of a subsequent breach of the same or any other term. The consent or approval given by any party with respect to any act by the other party requiring such consent or approval shall not be deemed to waive the need for further consent or approval of any subsequent similar at by such party.

### **Indemnification and Defense of Suits**

The Firm agrees to indemnify, hold harmless, and defend the City, its officers, agents and employees from any and all liability including claims, demands, damages, actions or causes of action, together with any and all losses, costs, or expense, including attorney fees, where such liability is founded upon or grows out of the acts, errors, or omissions of the Firm or its employees.

### **Contract Period**

The term of this contract shall commence no later than November 1, 2019. The contract will be for three (3) years with the option for an additional two (2) year extension if the services meet or exceed the City's expectations.

### **Termination of Contract for Cause**

If through any cause, the Firm shall fail to fulfill in a timely and proper manner the obligations under this contract, or if the Firm shall violate any of the covenants, agreements or stipulations of this contract, the City shall thereupon have the right to terminate this contract by giving written notice to the Firm specifying the effective date thereof, at least five (5) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, reports or other materials related to the services prepared by the Firm under this contract shall, at the option of the City, become the property of the City of Pewaukee.

Notwithstanding the above, the Firm shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of the contract by the Firm, the City may withhold any payments to the Firm for the purpose of set off until such time as the exact amount of damages due to the City from the Firm is determined.

### **Auditor Access**

All parties contracting with the City shall, upon request, provide access to and furnish the City auditors with requested information, records and reports regarding powers, duties, activities, organization property, financial transactions, methods of operation, or nay any or all other records, reports or information in their custody. In addition, they shall provide access for the auditors to inspect all property, equipment and facilities within their custody.

### **Working Papers**

Audit working papers must be retained for at least seven (7) years from the final year of the audit engagement and be made available for examination by authorized representatives of the cognizant federal or state audit agencies, Government Accountability Office, the City, successor auditors (if appointed), and/or any other parties authorized by the City of Pewaukee.

### **TECHNICAL PROPOSAL REQUIREMENTS AND PROPOSAL FORMAT**

In order for the committee to adequately compare proposals and evaluate them uniformly and objectively, all proposals **must** be submitted according to this format. Each proposal should be bound, include a table of contents and be separated by section and tabbed with the proposal heading. **NOTE: There are to be no costs or fees included in the technical proposal.**

Your proposal should provide a straightforward, concise description of the proposed delivery of services and your ability to achieve the same in the format provided. Emphasis should be on completeness and clarity. Unnecessarily elaborate brochures, artwork or other presentations beyond that sufficient to present a complete and effective proposal are not desired.

### **Title Page**

The proposal should identify the subject, the name of the Firm, address, telephone number, fax number, e-mail address, name and title of the contact person, and the date of submission. The response should confirm that the proposal is effective for ninety (90) days from the date submitted.

### **Table of Contents**

The table of contents of the proposal should include a clear and complete identification of the material submitted by section and page number.

### **Letter of Transmittal**

The letter of transmittal should summarize the following information:

1. A brief understanding of the services to be performed.
2. A positive commitment to perform the services as specified.
3. The name(s) of the person(s) authorized to represent the Firm; their title, address, telephone number, fax number and email address if different from the individual who signs the transmittal letter.

### **Certification of License to Practice in Wisconsin**

Firm must affirm that they are licensed to practice as Certified Public Accountants in the State of Wisconsin. Firm must also affirm that they do not have a history of substandard work.

### **Certification of Independence**

Firm must certify that the firm, partners and all staff members assigned to the engagement are free from impairments to independence with respect to the City of Pewaukee, as defined by generally accepted auditing standards and the U.S. General Accounting Office's Government Auditing Standards. The Firm must commit to maintaining an independent attitude and appearance through the full term of the engagement.

### **1. Profile of the Firm**

This section should include information on:

- a. The type of organization and size of the Firm
- b. The location of the office from which the work is to be performed, and the number of partners, managers, supervisors, seniors and other professional staff employed at the office
- c. The length of time the Firm has been in existence, as well as the length of time the Firm has been performing audits of local governments.

### **2. Firm's Qualifications**

This section should include the following:

- a. Resumes of all key staff members to be assigned to the engagement. The resumes should include experience and educational information relative to the work proposed. In addition, list detailed time commitments of all key staff members. The Firm shall not replace any key staff member without approval of the City, whose approval will not be reasonably withheld. The resumes may be included as an appendix.
- b. Description of the Firm's recent experience with local government audits of local government clients similar to that being requested. Provide references from at least three (3) prior clients, including the names, titles, addresses, telephone numbers and email addresses of key client staff members.
- c. Information regarding the Firm's participation in or with the Government Finance Officers Association, Governmental Accounting Standards Board, American Institute of Certified Public Accountants, Wisconsin Institute of Certified Public Accountants, Governmental Audit Quality Center, government accounting forums, government cognizant agencies and other similar organizations.
- d. A description of the Firm's quality control procedures and audit review process, including a copy of the Firm's most recent Peer Review Report.
- e. Any other information relevant to the Firm's qualifications for the proposed engagement. This could include library or research facilities, specialized technical expertise, information technology resources, etc.
- f. 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.

**3. Firm’s Approach to the Examination**

- a. An outline of the work plan for the audit, including the following:
  - i. A description of the basic audit program.
  - ii. Use of statistical sampling.
  - iii. Use of technical specialists.
  - iv. Organization of audit team and approximate percentage of time spent on audit.
  - v. Sample of management letter.
  - vi. Typical assistance expected from City’s staff.
  - vii. Tentative schedule for completing audit within the time required.
- b. A description of the Firm’s quality control procedures required for clients performing system conversions during the engagement.
- c. An outline of the estimated hours for each segment of the engagement by staff category, in the following format:

**COST PROPOSAL**

The proposed fees must be provided as a separate document from the technical proposal. It will be scored separately and not opened nor considered by the reviewers until the technical evaluation is completed. Do not make references to costs anywhere else in the proposal.

The cost proposal should include a “not to exceed” fee for each year, inclusive of all costs. This will be the cost used in determining point scores for cost evaluation purposes. Any special projects outside the scope of this request would be negotiated separately.

A schedule of rates for each staff category should be provided by year in the following format:

	<b>2019 Rates</b>	<b>2020 Rates</b>	<b>2021 Rates</b>	<b>2022 Rates</b>	<b>2023 Rates</b>
<b>Partner</b>					
<b>Manager</b>					
<b>Supervisor</b>					

<b>Senior</b>					
<b>Staff</b>					

The “not to exceed” dollar of the proposal should be prepared in the following format:

	<b>2019 Amount</b>	<b>2020 Amount</b>	<b>2021 Amount</b>	<b>2022 Amount</b>	<b>2023 Amount</b>
<b>City General Audit</b>					
<b>Water Utility Audit</b>					
<b>Sewer Utility Audit</b>					
<b>Public Service Commission Report</b>					
<b>Form C Report</b>					

**EVALUATION PROCESS**

Proposals will be evaluated by a selection committee consisting of the City Administrator, Clerk/Treasurer, City Accountant, a senior member of the Department of Public Works Department and/or the City Utilities Manager, the City’s outgoing Auditor and a representative from the Common Council.

During the evaluation process, the selection committee may, at its discretion, request any one or all firms to make oral presentations in an interview process. Such presentations will provide firms with an opportunity to answer any questions the selection committee may have on a firm’s proposal. Not all firms may be asked to make such oral presentations.

The selection committee will identify the proposal which is judged to be the most closely aligned to meet the City’s needs and best able to serve the City based on the Firm’s profiles, references, audit approach, technical ability and fees. The selection committee will then present its recommendation for contract award to the Common Council

The following factors will be considered in evaluating the proposals:

1. The completeness of the proposal, including scope, approach and detailed work plan. 0-20 points
2. Firm experience in auditing local governmental units,

OMB Circular A-133 audits, GASB 34 etc. Governmental References will also be considered here.	0-30 points
3. Qualifications of staff members that would be assigned to audit. Education, position in the firm, years and type of experience as shown on the resumes will be considered.	0-25 points
4. Cost	0-25 points
Maximum Total Points	100 points

**OTHER CONSIDERATIONS**

Factors which include, but are not limited to, quantity involved, time of completion, purpose for which required, competency and financial capacity of Firm, ability to render satisfactory service and past performance will be considered in determining status as a responsible Firm. The City reserves the right to request additional information as may reasonably be required to make this determination and to further investigate the qualifications of the respondent as deemed appropriate.

**PROFESSIONAL SERVICES CONTRACT**

If your proposal is accepted and a contract is issued, then this Request for Proposal and all documents attached hereto including any amendments, the Firm’s technical and price proposal, and any other written offers/clarifications made by the Firm and accepted by the City, will be incorporated into a contract between the City and the Firm. It shall contain all the terms and conditions agreed on by the parties hereto, and no other agreement regarding the subject matter of this proposal shall be determined to exist or bind any of their parties hereto.

The submission of a proposal shall be considered as a representation that the Firm has carefully investigated all conditions, has full knowledge of the scope, nature and quality of work required, and is familiar with all applicable State, Federal and Local regulations that affect, or may at some future date affect the performance of this contract.

Acceptance of this proposal will take place only upon award by the Common Council, execution of the contract by the proper City officials, and delivery of the fully-executed contract to the successful Firm. Acceptance may be revoked at any time prior to delivery of the full-executed contract to the successful Firm. The contract may be amended only by written agreement between the Firm and the City of Pewaukee.

The final contract must include the following language:

6.5 Public Records Notice. City and Firm recognize that applying applicable Wisconsin public records laws to particular records requests can be difficult, in light of software copyright and licensing rights. To ensure that applicable laws are followed, both with regard to private software ownership rights, and with regard to public records laws, City and Firm agree as follows. When City receives public records requests for matters that City believes might be proprietary or subject to copyright, City will notify Firm of the request. Within three (3) days of such notification (subject to extension of time upon mutual written agreement), Firm shall either provide City with the record that is requested, for release to the requestor; or Firm shall advise City that Firm objects to the release of the requested information, and the basis for the objection. If for any reason the City concludes that the City is obligated to provide a record to a requestor that is in the Firm's possession, the Firm shall provide such records to the City immediately upon the City's request. The Firm shall not charge for work performed under this paragraph, except for the "actual, necessary and direct" charge of responding to the records request, as that is defined and interpreted in Wisconsin law.

In addition to, and not to the exclusion or prejudice of, any provisions of this agreement or documents incorporated herein by reference, the Firm shall indemnify and save harmless and agrees to accept tender of defense and to defend and pay any and all legal, accounting, consulting, engineering and other expenses relating to the defense of any claim asserted or imposed upon the City, its officers, agents, employees and independent contractors growing out of (1) the City's denial of a records request, based upon objections made by the Firm, or (2) the Firm's failure to provide records to the City upon the City's request; or (3) the City's charges made to a records requestor, based upon reimbursement of costs the Firm charged to the City in responding to a records request; or (4) the City's lack of timely response to a records request, following the Firm's failure to timely respond to the City as required herein; or (5) the City's provision of records to a requestor that were provided to the City by the Firm in response to a records request. The Firm's claims of copyright or any other confidentiality claims shall be waived such that the City may provide all requested documents, programs, data, and other records to the requestor, upon failure by the Firm to defend, indemnify or hold harmless the City as required herein, and/or upon judgement of a court having jurisdiction in the matter requiring release of such records.

## **RIGHT OF THE CITY TO REJECT PROPOSALS**

The City of Pewaukee reserves the right to reject any and all proposals or any part of any proposal, to waive minor irregularities in the procedure, defects or technicalities, or to cancel in part or in its entirety, or to solicit new proposals on the same project or on a modified project which may include portions of the originally proposed project as the City of Pewaukee may deem necessary in its best interest. The City also reserves the right to negotiate with any vendor regarding all or part of any proposal that is in the best interest of the City.

## **CONFIDENTIALITY OF DOCUMENTS**

All responses to the Request for Proposals (RFP) submitted by vendors shall be deemed public documents at the time they are opened by the City of Pewaukee. The RFP is intended to be worded in a manner so as not to elicit proprietary information from the vendor. If proprietary information is submitted as part of the proposal, such information is to be labeled proprietary and be accompanied with a request that the information is to be held in confidence by the City of Pewaukee until such time as the contract is set. Any proposal that is submitted with a general statement or limitation that would prohibit reasonable public inspection shall be considered non-responsive and shall be rejected.

## **APPENDIX A**

### **List of City Funds**

#### **General**

#### **Debt Service**

#### **Special Revenue:**

*Storm Water Management*

*Impact Fee*

*Tourism and Convention*

*Public Safety Grants*

*Expendable Cemetery*

#### **Capital Projects:**

*Road Construction*

*Sports Complex*

*Capital Equipment*

*Bike Path Construction*

#### **Permanent:**

*Non-Expendable Cemetery – Perpetual Care*

#### **Enterprise Funds:**

*Water Utility*

*Sewer Utility*

# City of Pewaukee Organization Chart

