

**PROFESSIONAL SERVICES AGREEMENT**  
**AUDITING SERVICES**  
**Request for Proposals (RFP) #24-FN-05**

**THIS AGREEMENT** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between Purvis, Gray and Company, LLP, duly authorized to conduct \_\_\_\_\_ business in the State of Florida and whose address is 5001 Lakewood Ranch Blvd., Suite 101, Sarasota, FL 34240, hereinafter, called “CONSULTANT” and the **CITY OF EDGEWATER**, a political subdivision of the State of Florida, whose address is 104 North Riverside Drive, Edgewater, FL 32132, hereinafter called “CITY”.

**SECTION 1. AGREEMENT.** The terms of this Agreement, together with the incorporation of the terms and conditions of the Request for Proposals (RFP #24-FN-05), and any exhibits, schedules and attachments hereto, and any and all amendments relating to same, and any and all submittals from CONSULTANT, constitute the entire Agreement between CITY and CONSULTANT. This Agreement is the final, complete and exclusive expression of the terms and conditions of the parties’ Agreement. Any and all prior agreements, representations, negotiations, and understandings made by the parties, oral or written, expressed or implied, are hereby superseded and merged herein.

**SECTION 2. TERM OF AGREEMENT.** The term of this Agreement for the fiscal year ending September 30, 2024, is for five (5) years, with the renewal option to audit the City of Edgewater financial statements, and the CRA financial statements (if applicable), for another five (5) fiscal year period. Renewal options may be exercised at the discretion of the City based on performance of the company and adherence to the terms and conditions set forth in the RFP documents. The City retains the sole right to determine whether the renewal option shall be granted.

**SECTION 3. COMPENSATION.** For Services rendered, the CITY shall pay the CONSULTANT a lump-sum fee, including or excluding reimbursable expenses as mutually agreed upon. Unless otherwise agreed in a Scope of Services, the CONSULTANT will invoice the City monthly based upon the CONSULTANT’s estimate of the portion of the total Services actually completed at the time of billing.

**SECTION 4. REIMBURSABLE EXPENSES.** “Reimbursable Expenses” means the actual, necessary and reasonable expenses incurred directly or indirectly in connection with the Project for: transportation and subsistence incidental thereto for travel; toll telephone calls and facsimiles; reproduction of reports, drawings and specifications, and similar Project-related items; as provided in the City’s Purchasing Policy.

**SECTION 5. NOTICES.** Whenever either party desires to give notice unto the other, it must be given by written notice, sent by registered or certified United States mail, return receipts requested, addressed to the party for whom it is intended at the place last specified. The place for giving of notice shall remain such until it shall have been changed by written notice in compliance with the provisions of this Section. For the present, the parties designate the following as the respective places for giving of notice, to-wit:

**For City:**

Bonnie Zlotnik, City Clerk  
City of Edgewater  
104 N. Riverside Drive  
Edgewater, FL 32132  
(386)424-2400 #1203

**For Consultant:**

Timothy M. Westgate, CPA, Partner (Name, Title)  
Purvis, Gray and Company, LLP. (Company)  
5001 Lakewood Ranch, Blvd. (Address)  
Sarasota, Florida 34240 (City, State, Zip)  
941-907-0350 (Phone)

**SECTION 6. RIGHTS AT LAW RETAINED.** The rights and remedies of CITY, provided for under this Agreement, are in addition and supplemental to any other rights and remedies provided by law.

**SECTION 7. CONTROLLING LAW, VENUE, ATTORNEY'S FEES.** This Agreement is to be governed, construed, and interpreted by, through and under the laws of Florida. Venue for any litigation between the parties to this Agreement shall be in the County of Volusia, Florida and any trial shall be non-jury. Each party agrees to bear its own costs and attorney's fees relating to any dispute arising under this Agreement.

**SECTION 8. MODIFICATIONS TO AGREEMENT.** This Agreement and any exhibits, amendments and schedules may only be amended, supplemented, modified or canceled by a written instrument duly executed by the parties hereto of equal dignity herewith.

**SECTION 9. SEVERABILITY.** If, during the term of this Agreement, it is found that a specific clause or condition of this Agreement is illegal under federal or state law, the remainder of the Agreement not affected by such a ruling shall remain in force and effect.

**SECTION 10. WAIVER OF JURY TRIAL.** THE CITY AND CONSULTANT HAVE SPECIFICALLY WAIVED THE RIGHT TO A JURY TRIAL CONCERNING ANY DISPUTES WHICH MAY ARISE CONCERNING THIS AGREEMENT.

**SECTION 11. NON-WAIVER.** No indulgence, waiver, election or non-election by CITY under this Agreement shall affect CONSULTANT's duties and obligations hereunder.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the date written above for execution by CITY.

WITNESSES:

CITY OF EDGEWATER

\_\_\_\_\_

\_\_\_\_\_  
Glenn A. Irby, City Manager

\_\_\_\_\_

\_\_\_\_\_  
Bonnie Zlotnik, City Clerk

Dated: \_\_\_\_\_

WITNESSES:

\_\_\_\_\_

FIRMS

By: Purvis, Gray and Company, LLP

\_\_\_\_\_

\_\_\_\_\_, CPA, Partner  
Timothy M. Westgate, CPA, Partner

Dated: May 13, 2024

Attachments: A. RFP #24-FN-05  
B. Firm Response to RFP  
C. Scope of Service

Approved by the City Council of the City of  
Edgewater at a meeting held on this 13  
day of May, 2024 under  
Agenda Item No. \_\_\_\_\_.