

AGREEMENT NO. _____

AGREEMENT BETWEEN
THE CITY OF LOS ANGELES AND
TAP INTERNATIONAL, INC.

THIS AGREEMENT ("Agreement") is made and entered into by and between the CITY OF LOS ANGELES, a municipal corporation ("City"), acting by and through its Board of Harbor Commissioners ("Board") and TAP INTERNATIONAL, INC., a California corporation, 3436 American River Drive, Suite 9, Sacramento, CA, 95864 ("Consultant").

WHEREAS, City requires the professional and expert on-call performance audit and consulting services for its Harbor Department; and

WHEREAS, City issued a Request for Qualification (RFQ) for firms to provide performance audit and consulting services; and

WHEREAS, City requires the professional, expert and technical services of Consultant on a temporary or occasional basis to assist the City in providing management internal auditing and consulting services; and

WHERE, Consultant possesses extensive experience and resources to provide these consulting services under the conditions set forth herein; and

WHEREAS, Consultant, by virtue of training and experience, is well qualified to provide such services to City; and

WHEREAS, City does not employ personnel with the required expertise nor is it feasible to do so on a temporary or occasional basis;

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

I. SERVICES TO BE PERFORMED BY CONSULTANT

A. Consultant hereby agrees to render to City, as an independent contractor, certain professional, technical and expert services of a temporary and occasional character as set forth in Exhibit A ("Scope of Work").

B. Consultant, at its sole cost and expense, shall furnish all services, materials, equipment, subsistence, transportation and all other items necessary to perform the Scope of Work. As between City and Consultant, Consultant is solely responsible for any taxes or fees which may be assessed against it or its employees resulting from performance of the Scope of Work, whether social security, payroll or other, and regardless of whether assessed by the federal government, any state, the City, or any other governmental entity.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date to the left of their signatures.

THE CITY OF LOS ANGELES, by its Board of Harbor Commissioners

Date: _____, 2017

By: _____
EUGENE D. SEROKA
Executive Director

Attest: _____
AMBER M. KLESGES
Board Secretary

TAP INTERNATIONAL, INC.

Date: April 27, 2017

By: [Signature]
President & Principal Consultant
(Print/type name and title)

Attest: [Signature]
SUSAN HOFFMAN
(Print/type name and title)
PRINCIPAL CONSULTANT

APPROVED AS TO FORM AND LEGALITY

5-3, 2017
MICHAEL N. FEUER, City Attorney
JANNA B. SIDLEY, General Counsel

By: [Signature]
MINAH PARK, Deputy City Attorney

MP:jpr
04/03/17
Attachments

Account #	54290	W.O. #	000
Ctr/Div #	0570	Job Fac. #	000
Proj/Prog #	000		
Budget FY:		Amount:	
2017/18		TBD as Required by Task Order	
2018/19		TBD as Required by Task Order	
2019/20		TBD as Required by Task Order	
2020/21		TBD as Required by Task Order	
2021/22		TBD as Required by Task Order	
TOTAL:			

For Acct/Budget Div. Use Only:

Verified by: _____

Verified Funds Available: _____

Date Approved: _____

Firm: **TAP International**

Contact Person/Representative of Contractor:

Title:

Address:

Denise Callahan

President, QA Reviewer

117 E. Colorado Blvd., Suite 600, Pasadena, CA 91105

PROJECT TEAM:

Team Member

Denise Callahan

Susan Hoffman

Greg Matayoshi

Kate Kousser

Mark Concialdi

Designation

President, QA Reviewer

Project Manager

Senior Auditor

Senior Auditor

Senior Auditor

HOURLY BILLING RATES:

President, QA Reviewer

\$ 200

Project Manager

200

Senior Auditor

185

Staff Auditor

165

REIMBURSABLE EXPENSES:

RATE

Mileage

IRS Standard Rates

Photocopy

\$0.15/copy

Color Photocopy

\$0.15/copy

Facsimiles

\$1.00/fax

Parking

at rate incurred

Lodging

at actual rates incurred, compliant with City travel reimbursement policies

Airfare and car rentals

at actual rates incurred, compliant with City travel reimbursement policies

Other Incidental expenses

at actual rates incurred

EXHIBIT B