

CONTRACT

This contract entered into this 13<sup>th</sup> day of May, 1980, between the Nassau County Board of County Commissioners, Nassau County, Florida, hereafter referred to as County and Farmand, Farmand, and Farmand, Certified Public Accountants, hereafter referred to as Auditor.

The parties hereto agree as follows:

1. The Auditor shall conduct an examination of the records, accounts, and procedures of the Nassau County Tax Collector, Nassau County Sheriff, Nassau County Property Appraiser and Nassau County Board of County Commissioners for the fiscal year ending September 30, 1980. The audit should begin on or about April 9, 1980, and end on August 31, 1980. The audit reports shall be delivered no later than September 30, 1980.

2. The examination shall be made of all the funds and account groups of the Nassau County Tax Collector, Nassau County Sheriff, Nassau County Property Appraiser and Nassau County Board of County Commissioners.

3. The examination shall be a financial audit as defined by Florida Statutes and Chapter 10.800, Rules of the Auditor General, for county audits.

4. The audit of the Board of County Commissioners Comprehensive Employment Training Act Funds shall be limited to a financial audit. The Federal Government issues CETA regulations which pertain to legal compliance of the various provision of the laws, such as allowable or unallowable expenditures, whether participants are eligible in accordance with CETA regulations, etc. An audit of legal compliance with federal grant provisions will be performed separately from this audit. Therefore, the CETA audit portion of the county total audit should pertain only to a financial audit and not with federal CETA regulations.

5. The audit of the Board of County Commissioners Federal Revenue Sharing and Anti-recession funds shall be performed pursuant to both the requirements of a financial audit and the requirements of the Federal Revenue Sharing Audit Guide and Standards.

6. The County shall provide adequate space for the Auditor to efficiently conduct the examination. The County shall also provide the Auditor with appropriate staff members to reproduce documents, pull documents and whenever possible and practicable, prepare certain designated schedules.

7. The Auditor shall observe the adequacy of the system of internal control. If weaknesses are noted, appropriate recommendations should be reviewed with the appropriate public officials.

8. The examination shall be made in accordance with generally accepted auditing standards and the Rules of the Auditor General.

9. The primary purpose of the examination is to express an opinion on the financial statements. Such an examination is subject to the inherent risk that errors or irregularities may not be detected. If conditions are discovered which lead to the belief that material errors, defalcations, or other irregularities may exist, the Auditor will promptly notify the County.

10. The Auditor will assist the Nassau County Tax Collector, Nassau County Sheriff, Nassau County Property Appraiser and Nassau County Board of County Commissioners with the preparation of all necessary financial statements for all the funds. These financial statements are the presentation of the Tax Collector, Sheriff, Property Appraiser and Board of County Commissioners.

11. The Auditor shall express unqualified opinions on the financial statements of all funds of the Tax Collector, Sheriff, Property Appraiser, Board of County Commissioners and the entire County report. If unable to express unqualified opinions, the Auditor should state the reasons for qualifications or disclaimers of opinion.

12. The Auditor shall hold exit conferences with the Tax Collector, Sheriff, Property Appraiser and the Board of County Commissioners as required by Law and the Rules of the Auditor General by no later than September 15, 1980.

13. The Auditor shall provide the County 10 copies of each of the audit reports of the Nassau County Tax Collector, Nassau County Sheriff, Nassau County Property Appraiser, Nassau County Board of County Commissioners and the entire County report.

The reports shall be delivered to the County no later than September 30, 1980.

14. The County shall pay the Auditor \$25,500.00 for services rendered, plus out of pocket expenses. If unusual circumstances are encountered making it necessary for the Auditor to do additional work, the Auditor shall immediately report such conditions to the County and both parties may negotiate such additional compensation as appears justified.

Periodic progress bilings shall be submitted as work progresses, but not more often than twice a month.

IN WITNESS WHEREOF, the parties have signed this agreement  
as of the day and year herein first above written.

Nassau County Board of County Commissioners

BY *John F. Clayton* Chairman

ATTEST:

*[Signature]* Clerk of Circuit Court

Farmand, Farmand, and Farmand, Certified Public Accountants

BY *Terry B. Farmand CPA* Partner