

# FAULK & WINKLER

CPAs - BUSINESS ADVISORS

November 11, 2022

Ms. Nanette Cook  
City of Lafayette Council Chair  
Lafayette, Louisiana

Dear Ms. Cook:

We have reviewed the material submitted to you by the City's Administration from your previous records request. Based on a review of the information submitted, we request the following information to support procedures related to our agreed upon procedures engagement.

- 1) All contracts or engagement letters for vendors identified on pages 3,294 to 3,301.
  - a. Include all public bid documentation or bid considerations related to these expenditures. Other considerations are documentation of public bid exemption or attorney's opinions concerning related bid requirements.
  - b. Include any change orders,
  - c. Please provide the schedules listed on the pages above in excel electronic format.
  - d. Please provide scoring methodology for Construction Management at Risk services contract between Rigid Constructors and Lemoine.
- 2) A copy of the City's current procurement policy as it relates to capital projects.
- 3) Any documentation related to preliminary cost estimates or budgets prepared on Bayou Vermillion Flood Control project, including any change orders.
- 4) Budget to actual revenue and expenditure financial statement for the period November 1, 2021, to October 31, 2022, for funds: 401, 127, 441, 275.
- 5) Any payroll documentation demonstrating compliance with Davis-Bacon Act and Copeland Act for payments made on pages 3,294 to 3,296 and any subcontractors used related to these payments where applicable.
- 6) Provide a map identifying locations of projects related to Bayou Vermillion Flood Control.
- 7) A copy of the City's current policy on dignitary security detail. Also include a report of wages paid for the period 2020 through the current date for police dignitary payroll expenses. The report should be compiled as follows:
  - a. Hours worked,
  - b. Description of dignitary security detail and individual served,
  - c. Payroll journal or similar report depicting dignitary security detail paid by payroll period for the dates listed above.

Due to the normal process related to financial audits, additional matters may be requested in the future based on questions that may arise with the above information or data previously provided. We will attempt to provide additional requests as timely as possible.

Sincerely,

A handwritten signature in blue ink, consisting of a stylized initial 'F' followed by a long horizontal line that tapers to the right.

Faulk & Winkler, LLC  
Certified Public Accountants  
Baton Rouge, Louisiana