



COST PROPOSAL FOR AUDIT SERVICES

June 5, 2008

West Virginia Consolidated Public Retirement Board
Building 5, Room 1000
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305-0720

Req#: CPR08036
Opening Date: 6/5/2008
Opening Time: 1:30 p.m.

Name of Firm - Suttle & Stalnaker, PLLC

As indicated on page 26 of the RFQ our cost bid is attached. I, Horace Emery, certify that I am entitled to represent Suttle & Stalnaker, PLLC, empowered to submit this bid and authorized to sign a contract with the West Virginia Department of Administration Consolidate Public Retirement Board.



Horace Emery, CPA, Member

6/5/08

Date

COST PROPOSAL FOR AUDIT SERVICES

	<u>Rate</u>	<u>Hours</u>	<u>Cost</u>
Partner	\$260	70	\$ 18,200
Manager	160	70	11,200
Supervisor	120	90	10,800
Senior	110	215	23,650
Staff	100	185	18,500
Actuarial Specialists	200	110	22,000
EDP Specialist	200	<u>50</u>	<u>10,000</u>
		790	<u>\$ 114,350</u>

These fees do not include services that fall outside the scope of the audit. For example, accounting assistance from us in resolving unreconciled differences in accounting records or supporting account balances would fall outside the scope of our audit, as would implementation of significant new technical standards.

Additionally, our fees are based on the current state of operation. Should significant changes occur (i.e., significant expansion in existing operations), we will need to reevaluate our scope and audit approach. In the event these types of situations arise, it is our practice to discuss these types of issues with management before we would proceed so as to obtain management's authorization and to develop the best approach to solve the problem.

COST PROPOSAL FOR ADDITIONAL SERVICES

<u>Classification</u>	<u>Hourly Rates</u>
Partner/Member	\$260
Manager	\$160
Supervisor	\$120
Senior	\$110
Staff	\$100
EDP Specialist	\$200
Actuarial Specialist	\$200

We understand that no changes in scope to the project will be implemented by us until such time as an approved change order is received. Formal contract amendments and change orders will be negotiated with the Board, whenever necessary, to address changes to the terms and conditions, cost of, or scope of work included under the contract. An approved contract amendment means one approved by the Board, the Department of Administration, and all other applicable State agencies prior to the effective date of such amendment. An approved contract amendment is required whenever the change affects the payment provision and the scope of the work. Such changes may be necessitated by new and amended federal and state regulations and requirements. No changes in scope are to be conducted except at the approval of the Board.

We will submit invoices to the Board for all services provided pursuant to the terms of the contract. Progress payments will be made on a monthly basis based upon the percentage of work completed. We will work with the Board management to develop a mutually agreeable proposed billing work plan.