

**CITY OF AMES, TEXAS
RESOLUTION NO. 2025-009**

**A RESOLUTION OF THE CITY OF AMES, TEXAS, APPROVING A
CONTRACT WITH SABRINA WOODS, CPA, MA, FOR BOOKKEEPING
AND ACCOUNTING SERVICES FOR THE CITY OF AMES, TEXAS, IN
THE AMOUNT OF \$22,000.00.**

WHEREAS, the City of Ames, Texas, issued a Request for Qualifications (RFQ) for Bookkeeping and Accounting Services to ensure compliance with financial reporting requirements and to support the City's fiscal management; and

WHEREAS, after reviewing submitted qualifications, the City Council selected Sabrina Woods, CPA, MA, as the most qualified respondent to provide the requested services; and

WHEREAS, the City has negotiated a contract price with Sabrina Woods, CPA, MA, in the amount of \$22,000.00, as outlined in the attached Fee Proposal; and

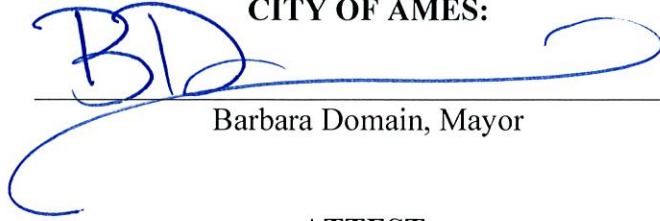
WHEREAS, the City Council finds that entering into this contract is in the best interest of the City to ensure accurate and timely financial reporting, compliance with federal tax requirements, and overall financial management;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AMES, TEXAS, THAT:

1. The City Council hereby approves the contract between the City of Ames and Sabrina Woods, CPA, MA, for Bookkeeping and Accounting Services in the total amount of \$22,000.00.
2. The Mayor is hereby authorized to execute the contract and any necessary related documents on behalf of the City.
3. The City Secretary is directed to maintain a copy of the executed contract as part of the official City records.
4. This Resolution shall take effect immediately upon passage.

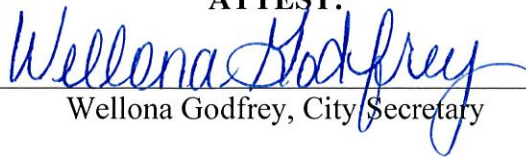
PASSED AND APPROVED by the City Council of the City of Ames, Texas, on this the 10th day of March 2025.

CITY OF AMES:



Barbara Domain, Mayor

ATTEST:



Wellona Godfrey, City Secretary

Attachments:

- **Fee Proposal – Sabrina Woods, CPA, MA**

Sabrina Woods, CPA, MA
FEE PROPOSAL – Revised per Contract Negotiation

In building our relationships, we will strive to provide services that will demonstrate a value to our clients well in excess of our fees. With SCW, CPA, you can expect superior, on-time service delivery that provides value beyond the required reports and can lead to revenue enhancement or cost savings. Our proposed fees reflect our commitment to provide you with comprehensive high-quality service.

Our professional fees are based on the estimated time required to complete the engagement, the level and experience of the personnel providing services and the projected expenses.

Our proposed fees reflect our commitment to our clients. However, events and circumstances may occur that would make us unable to complete projects within the agreed time frames. We will immediately inform you of any such circumstances should they occur.

	Professional Fees
2025 Bookkeeping - Routine Maintenance Stage (includes monthly reporting)	\$ 12,000.00
QBs Clean-Up (25% discount) Estimate - based on prior year research required \$100/hour	7,000.00
<i>Please see Auditor Requirements for Findings from 2019-2023 - Email Parag. 1</i>	
<i>Please see Auditor Requirements for Findings from 2020-2022 - Email Parag. 3</i>	
Federal Tax Compliance	
2022-2024 IRS Forms 940 and 941 Submissions	tbd
Representation before IRS for penalties, interest and fines	tbd
General Accounting:	
Audit Preparation - 2024	\$100/hour 3,000.00

THANK YOU FOR THE OPPORTUNITY TO SUBMIT THIS PROPOSAL TO THE
CITY OF AMES, LIBERTY COUNTY, TEXAS

Accounting, Auditing, Tax and Consulting services with integrity.