



**CENTRALBIDDING**  
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**SOQ 24-012 Provide Professional Accounting Services**  
Jefferson Parish Government

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08-May-2024 02:38:37 PM

## **General Professional Services Questionnaire Instructions**

- The General Professional Services Questionnaire shall be used for all professional services except outside legal services and architecture, engineering, or survey projects.
- **The General Professional Services Questionnaire should be completely filled out. Complete and attach ALL sections. Insert “N/A” or “None” if a section does not apply or if there is no information to provide.**
- Questionnaire must be signed by an authorized representative of the Firm. Failure to sign the questionnaire shall result in disqualification of proposer pursuant to J.P. Code of Ordinances Sec. 2-928.
- All subcontractors must be listed in the appropriate section of the Questionnaire. Each subcontractor must provide a complete copy of the General Professional Services Questionnaire, applicable licenses, and any other information required by the advertisement. Failure to provide the subcontractors' complete questionnaire(s), applicable licenses, and any other information required by the advertisement shall result in disqualification of proposer pursuant to J.P. Code of Ordinances Sec. 2-928.
- If additional pages are needed, attach them to the questionnaire and include all applicable information that is required by the questionnaire.

## General Professional Services Questionnaire

**A. Project Name and Advertisement Resolution Number:**

Jefferson Parish (Parish) Government, Provide Professional Accounting Services, SOQ 24-012

**B. Firm Name & Address:**

Deloitte and Touche LLP<sup>1</sup>  
701 Poydras St, Suite 4200  
New Orleans, LA 70139

**C. Name, title, & contact information of Firm Representative, as defined in Section 2-926 of the Jefferson Parish Code of Ordinances, with at least five (5) years of experience in the applicable field required for this Project:**

Valeriy Dokshukin, Partner  
[vdokshukin@deloitte.com](mailto:vdokshukin@deloitte.com)  
(303) 305-4858

Eric Murray, Senior Manager  
[ericmurray@deloitte.com](mailto:ericmurray@deloitte.com)  
(504) 202-6859

**D. Address of principal office where Project work will be performed:**

Deloitte and Touche LLP  
701 Poydras St, Suite 4200  
New Orleans, LA 70139

**E. Is this submittal by a JOINT-VENTURE? Please check:**

YES \_\_\_\_\_ NO  \_\_\_\_\_

If marked "No" skip to Section H. If marked "Yes" complete Sections F-G.

**F. If submittal is by JOINT-VENTURE, list the firms participating and outline specific areas of responsibility (including administrative, technical, and financial) for each firm. Please attach additional pages if necessary.**

1.

<sup>1</sup> As used in this document, "Deloitte" means Deloitte & Touche LLP, a subsidiary of Deloitte LLP. Please see [www.deloitte.com/us/about](http://www.deloitte.com/us/about) for a detailed description of our legal structure. Certain services may not be available to attest clients under the rules and regulations of public accounting. Our services will be performed in accordance with the Statement on Standards for Consulting Services issued by the American Institute of Certified Public Accountants (AICPA).

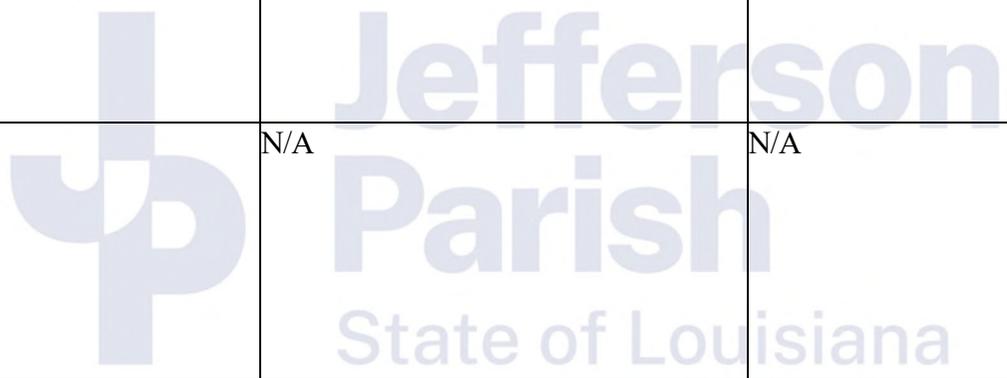
**General Professional Services Questionnaire**

2.

**G. Has this JOINT-VENTURE previously worked together? Please check: YES \_\_\_\_\_ NO \_\_\_\_\_**

**H. List all subcontractors anticipated for this Project. Please note that all subcontractors must submit a fully completed copy of this questionnaire, applicable licenses, and any other information required by the advertisement. See Jefferson Parish Code of Ordinances, Sec. 2-928(a)(3). Please attach additional pages if necessary.**

| Name & Address: | Specialty: | Worked with Firm Before (Yes or No): |
|-----------------|------------|--------------------------------------|
| 1. N/A          | N/A        | N/A                                  |
| 2. N/A          | N/A        | N/A                                  |
| 3. N/A          | N/A        | N/A                                  |
| 4. N/A          | N/A        | N/A                                  |
| 5. N/A          | N/A        | N/A                                  |



## General Professional Services Questionnaire

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| <p><b>I. Please specify the total number of support personnel that may assist in the completion of this Project:</b><br/> <u>We anticipate the number of personnel to be five to nine full time resources.</u></p>   |
| <p><b>J. List any professionals that may assist in the completion of this Project. If necessary, please attach additional documentation that demonstrates the employment history and experience of the Firm's professionals that may assist in the completion of this Project (i.e. resume). Please attach additional pages if necessary.</b></p>  |
| <b>PROFESSIONAL NO. 1</b>  |
| <b>Name &amp; Title:</b>   |
| Valeriy Dokshukin, Partner   |
| <b>Name of Firm with which associated:</b>   |
| Deloitte & Touche LLP  |
| <b>Description of job responsibilities:</b>  |
| Provide overall leadership and quality for the project   |
| <b>Years' experience with this Firm:</b>   |
| 24 years   |
| <b>Education: Degree(s)/Year/Specialization:</b>   |
| <ul style="list-style-type: none"> <li>M.S. Accountancy, University of South Carolina, 2000</li> <li>B.S. Business Administration, University of South Carolina, 1999</li> <li>Certified Public Accountant – Georgia, Colorado</li> <li>Certified Information Systems Auditor (CISA)</li> <li>Chartered Global Management Accountant (CGMA)</li> </ul>   |
| <b>Other experience and qualifications relevant to the proposed Project:</b>   |
| <p>Valeriy specializes in assisting clients complete and optimize tasks and processes related accounting, reporting, auditing, governance, risk management, and internal controls as part of staff augmentations, finance transformations, business optimizations, and system implementation initiatives. He also leads Deloitte alliances for governmental clients that include Reporting Automation, Accounts Receivable/Accounts Payable, Close/Consolidation, Cost Allocation, and other automation platforms. Below are a few of Valeriy's experiences relevant to the Parish's requirements:</p> <ul style="list-style-type: none"> <li>Louisiana, Department of Children &amp; Family Services (DCFS) – Led overall finance transformation efforts at DCFS leading to the multiple successes for the Fiscal department. The team assisted the department with their year-end close activities, allowing DCFS to meet reporting deadline and compliance. Additionally, evaluated and documented current state of Fiscal processes, provided recommendations for process redesign and optimization including automation and developing internal controls.</li> <li>Minnesota, Department of Employment and Economic Development – Oversaw accounting support staffing and process transformation efforts including assisting the staff in the preparation of agency prepared financial statements, assessing and improving cash management policies and procedures, completing and optimizing bank reconciliation processes.</li> <li>North Dakota, Department of Health and Human Services – Led the cost allocation assessment, redesign and optimization of the underlying methodology, master data and tables, processes and tools. Improved the transparency of direct and indirect costs within the cost allocation process and aligned cost drivers, cost pools, and respective calculation and assignment in the ERP system.</li> </ul> |

## General Professional Services Questionnaire

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| <b>PROFESSIONAL NO. 2</b>   |
| <b>Name &amp; Title:</b>  |
| Eric Murray, Senior Manager   |
| <b>Name of Firm with which associated:</b>  |
| Deloitte & Touche LLP   |
| <b>Description of job responsibilities:</b>   |
| <ul style="list-style-type: none"> <li>• Provide guidance to project team and project oversight</li> <li>• Manage communications to confirm the quality of the services provided to Jefferson Parish Government</li> </ul>  |
| <b>Years' experience with this Firm:</b>  |
| 13 years  |
| <b>Education: Degree(s)/Year/Specialization:</b>  |
| <ul style="list-style-type: none"> <li>• M.S. Accounting, Louisiana State University, 2010</li> <li>• B.S. Accounting, Louisiana State University, 2009</li> <li>• Project Management Professional (PMP)</li> </ul>   |
| <b>Other experience and qualifications relevant to the proposed Project:</b>  |
| <p>Eric is a Senior Manager based in Metairie, Louisiana specializing in overseeing finance, accounting, internal controls, staff augmentation, and risk management projects for state and local government clients. He has deep experience managing internal audit functions, the development of various accounting reports &amp; statements, and performing current state assessments for finance and accounting departments. Below are a few of Eric's experiences relevant to the Parish's requirements:</p> <ul style="list-style-type: none"> <li>• Louisiana, Department of Children &amp; Family Services – Serve as engagement leader for all accounting services and related work. The project focuses on providing staff augmentation, supporting year end reporting activities, performing analytics for management insight, documenting current state documentation, and providing gap analyses for overall process optimization.</li> <li>• California, Department of Water Resources – Serve as the engagement leader main to lead the larger accounting/finance workstream focused on developing, enhancing, and implementing policies, procedures, and internal controls across all accounting processes to prepare accurate year-end reporting and optimize overall process.</li> <li>• North Dakota, Department of Health and Human Services – Serve as the finance workstream leader and point of contact for the client. Led the development of a detailed finance integration roadmap for two agencies that were set to merge. Led the client with further integration activities related to: ad-hoc Accounting Services, Grants Management, Cost Allocation, Close &amp; Reporting, Finance Systems (Procure to Pay, Contract Management, Billing/Accounts Receivable, Inventory Management).</li> </ul> |

## General Professional Services Questionnaire

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| <b>PROFESSIONAL NO. 3</b>   |
| <b>Name &amp; Title:</b>  |
| Jordy Scholhamer, Senior Manager  |
| <b>Name of Firm with which associated:</b>  |
| Deloitte & Touche LLP   |
| <b>Description of job responsibilities:</b>   |
| Provide support as a Subject Matter Advisor for Finance Process   |
| <b>Years' experience with this Firm:</b>  |
| 13 years  |
| <b>Education: Degree(s)/Year/Specialization:</b>  |
| <ul style="list-style-type: none"> <li>• B.S. Accounting, Louisiana State University, 2011</li> <li>• Certified Internal Auditor (CIA)</li> </ul>   |
| <b>Other experience and qualifications relevant to the proposed Project:</b>  |
| <p>Jordy is a Senior Manager with over 13 years of experience based in New Orleans, Louisiana. Jordy brings a wealth of knowledge in finance and reporting, internal controls, and process enhancement for State and Local governments, including over six years of support to Jefferson Parish in multiple capacities through Deloitte's contracts with the Louisiana Governor's Office of Homeland Security and Emergency Preparedness ("GOHSEP") for the administration of recovery dollars through the Public Assistance program.</p> <p>Additionally, Jordy has supported multiple state and local entities in reconciling financial transactions, designing automated cost allocation tools, building transparency websites (like <a href="http://www.infrastructure.la.gov">www.infrastructure.la.gov</a>), implementing new technology systems, designing subrecipient monitoring processes, advising on procurement compliance, drafting policies and procedures, automating manual processes, and supporting ongoing work leading large staff augmentation contracts.</p> <p>Underscoring these activities is Jordy's significant experience using data sets to inform decision making at all levels of government. Below are a few of Jordy's experiences relevant to the Parish's requirements:</p> <ul style="list-style-type: none"> <li>• Louisiana Governor's Office of Homeland Security Emergency Preparedness (GOHSEP) - Leads 80+ professionals in providing formulation, cost reconciliation, reimbursement, and closeout processes for FEMA recovery programs for over \$15B in federal declarations.</li> <li>• Provides support to GOHSEP leadership on strategy, process improvement, and research initiatives including the design of cost allocation processes.</li> <li>• Leads Deloitte's engagement with Lafayette Consolidated Government related to establishing formal policies and procedures and governance for Federal ARPA funding</li> <li>• Designed financial forecasting tools to support resource allocation for the City of Houston related to Hurricane Harvey.</li> <li>• Established formal processes for Single Audit management decision processes for multiple States, including training on SEFA and FFATA reporting requirements.</li> </ul> |

## General Professional Services Questionnaire

| <b>PROFESSIONAL NO. 4</b>   |
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| <b>Name &amp; Title:</b>  |
| John Wong, Manager  |
| <b>Name of Firm with which associated:</b>  |
| Deloitte & Touche LLP   |
| <b>Description of job responsibilities:</b>   |
| <ul style="list-style-type: none"> <li>• Manage day-to-day activities for various workstream</li> <li>• Oversee coordination and communication across all stakeholders for workstream efforts</li> <li>• Closely monitor workstream performance by reviewing adherence to schedules, budgets, and quality standards</li> </ul>  |
| <b>Years' experience with this Firm:</b>  |
| 9 years   |
| <b>Education: Degree(s)/Year/Specialization:</b>  |
| <ul style="list-style-type: none"> <li>• M.S. Management Information Systems, Texas A&amp;M University, 2012</li> <li>• B.S. Accounting, Texas A&amp;M University, 2012</li> <li>• Certified Public Accountant (CPA) – Texas</li> </ul>   |
| <b>Other experience and qualifications relevant to the proposed Project:</b>  |
| <p>John specializes in project management, process improvement, and various audit activities spanning controls implementation through remediation. He manages internal control design, rationalization, &amp; assurance projects, finance transformation initiatives, end-to-end process transformations, implementation of initiatives to remediate/standardize key audit processes, and risk assessments &amp; management. Below are a few of John's experiences relevant to the Parish's requirements:</p> <ul style="list-style-type: none"> <li>• North Dakota, Department of Health and Human Services – Managed internal audit engagements including evaluating internal controls, assessing financial audit impacts of identified risks, and leading audit testing in accordance with Governmental audit standards. Oversaw communication between the support staff and audit teams and the development of internal control frameworks.</li> <li>• Virginia, Department of Health – Managed a staff augmentation project following employee turnover during the COVID pandemic including grants management, creating cost models, and developing accounting processes that increased fiscal transparency and increased confidence in the department's balances. Created dashboards, reports, and process improvements allowing for more timely and accurate submissions on future federal financial reports.</li> <li>• Paysafe, private company – Assisted staff with performing audit readiness activities by analyzing and documenting current state processes for key processes such as: financial close &amp; reporting, expenditures, accounts payable, and fixed assets. Assessed the current state control environment through interviews with key process owners, benchmarked current processes &amp; controls to leading practices, identified gaps, and coordinated with external audit. Created future state processes and control matrices with remediated processes/controls to address the risks identified during the assessment of the current state.</li> </ul> |

## General Professional Services Questionnaire

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| <b>PROFESSIONAL NO. 5</b>  |
| <b>Name &amp; Title:</b>   |
| Dipti Shah, Manager  |
| <b>Name of Firm with which associated:</b>   |
| Deloitte & Touche LLP  |
| <b>Description of job responsibilities:</b>  |
| <ul style="list-style-type: none"> <li>• Manage day-to-day activities for various workstream</li> <li>• Oversee coordination and communication across all stakeholders for workstream efforts</li> <li>• Closely monitor workstream performance by reviewing adherence to schedules, budgets, and quality standards</li> </ul>   |
| <b>Years' experience with this Firm:</b>   |
| 9 years  |
| <b>Education: Degree(s)/Year/Specialization:</b>   |
| <ul style="list-style-type: none"> <li>• B.S. Accounting, University of Central Oklahoma, 2011</li> <li>• Project Management Professional (PMP)</li> </ul>   |
| <b>Other experience and qualifications relevant to the proposed Project:</b>   |
| <p>Dipti is a Manager in Deloitte Risk &amp; Financial Advisory's Government &amp; Public Services (GPS) practice with over 12 years of consulting and industry experience. Her specialization is in assisting finance organizations with challenges in reporting process optimization, risk mitigation, and accounting standards and system implementations.</p> <p>Some recent experiences that align with the parish requirements include:</p> <ul style="list-style-type: none"> <li>• Louisiana Department of Children &amp; Family Services (DCFS) – Led finance transformation and GASB standards implementation efforts at DCFS. Evaluated and documented current state of Fiscal processes, provided recommendations for process redesign and optimization including automation and developing internal controls. Assisted the department with their close and reporting processes, including resolving errors and ad hoc activities that historically required heavily manual processes. Performed assessments of contracts, developed policies and procedures, assisted with reporting.</li> <li>• United States Postal Service (USPS) – Identified risks associated with revenue processes, recommending new controls and updates to existing processes, resulting in mitigated risks and full compliance. Developed onboarding materials and led trainings for team members, performed reviews for workpapers, confirming completion of quality deliverables.</li> <li>• Commercial Real Estate Firms – Prepared financial reports and managed a team of staff that completed manual journal entries, accruals, reconciliations, balance sheet analysis for management decisions, and annual budget and forecasting preparation.</li> </ul> |

## General Professional Services Questionnaire

**K. List all prior projects that best illustrate the Firm’s qualifications relevant to this Project. Please include any and all work performed for Jefferson Parish. Please attach additional pages if necessary.**

### PROJECT NO. 1

| Project Name, Location and Owner’s contact information:  | Description of Services Provided:   |
|--|---|
| <p>Lafayette Consolidated Government<br/>                     ARPA Compliance<br/>                     Lafayette, Louisiana<br/>                     Spencer Lormand, Controller (LCG)<br/>                     slormand@lafayettela.gov</p> | <p>Deloitte is currently supporting Lafayette Consolidated Government (LCG) with extensive grant management and finance services related to the oversight of State and Local Fiscal Recovery Funds (SLFRF) allocated through the American Rescue Plan Act (ARPA). The services Deloitte is providing include eligibility assessments of priority projects, quarterly reporting support, recurring calculation of lost revenue figures, grant governance and oversight design including policies and procedure development, procure to pay support, financial reconciliation and adjusting entry processes, and bolstering the existing construction management capabilities of LCG’s Public Works Division.</p> <p><u>Procurement and Procedure Compliance Services</u><br/>                     Providing procurement compliance reviews for complex purchases funded with Federal dollars. Areas of review include analyzing bid specifications, reviewing inclusion of federally required provisions, documenting bidder selection and rejection justification against requirements of 2 CFR 200, reviewing contracts for federal flow down provisions, and documenting challenges and remedial actions associated with Construction Management at Risk (CMAR) procurements when using federal funds.</p> <p>Developed a comprehensive policy and procedure manual to streamline intra-departmental coordination and related finance processes within various units within the city-parish. This manual incorporated grants management leading practices, 2 CFR 200 checkpoints, departmental responsibilities, FAQs, folder naming structures for grant closeout, grant writing resources and RFP samples, etc.</p> <p><u>Cost Tracking, Accounting, and Reporting Services</u><br/>                     Identified an additional \$12 million of funds that could be allocated to the Parish's revenue replacement fund allowance. Automated the creation of project dashboards highlighting financial transactions by period and project with automated discrepancy identification and alerts for finance and accounting to make corrective entries.</p> <p>Supported the quarterly reporting process, which included working with various stakeholders to gather project and expenditure details, including project description, anticipated impact to the community, location, population being served, beneficiary/subrecipient information, contract/subgrant agreement information, and other required factors to facilitate complete, accurate, and timely reporting.</p> |

## General Professional Services Questionnaire

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|                                     | <p>Trained project managers on ARPA reporting requirements and provided user friendly templates when requesting project information for reporting purposes.</p> <p>Audit Support<br/>Provided Davis Bacon compliance policy support for applicable projects.</p> |
| <b>Length of Services Provided:</b> | <b>Cost of Services Provided:</b>  |
| 2022 - Present                      | \$1,000,000+   |

| <b>PROJECT NO. 2</b>  |  |
|---|--|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Description of Services Provided:</b>   |
| <p>Louisiana Department of Children &amp; Family Services (DCFS)<br/>Accounting Surge Support &amp; Finance Transformation<br/>Baton Rouge, Louisiana<br/>Christopher Bahm, Director of Fiscal<br/>Christopher.Bahm.DCFS@la.gov</p> | <p>The State of Louisiana (State or Louisiana) and its agencies have been valued clients of Deloitte for more than 30 years. Our team is proud to have led some of the largest and most complex projects for State with such agencies as the Louisiana Department of Children and Family Services (DCFS). Our team was tasked with ad-hoc accounting services, surge support, improving existing fiscal policies, processes, controls, and technology to create capacity for DCFS staff. These professional accounting services include but are not limited to the following:</p> <ul style="list-style-type: none"> <li>• Assessment of current state processes</li> <li>• Advise on leading practices to mitigate gaps and pain points</li> <li>• Optimization of the reporting process</li> <li>• Automation of manual and error-prone procedures</li> <li>• Surge Ad-hoc financial and programmatic audit support</li> <li>• Agency-wide trainings</li> <li>• Preparation of various accounting reports</li> <li>• Utilization of their ERP system's full capabilities</li> </ul> <p>Additionally, our team has augmented DCFS Staff with a comprehensive cleanup effort to correct expenditure transactions containing erroneous general ledger coding and promote a timely fiscal year close in accordance with State determined deadlines. As a result, Deloitte's efforts are providing DCFS with the following impacts:</p> <ul style="list-style-type: none"> <li>• Increased accuracy in accounting records</li> <li>• Development of policy and process documentation for employee reference</li> <li>• Improved employee morale and buy-in</li> </ul> |
| <b>Length of Services Provided:</b>   | <b>Cost of Services Provided:</b>  |
| 2022 - Present  | \$3,520,000  |

## General Professional Services Questionnaire

| <b>PROJECT NO. 3</b>  |  |
|---|--|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Description of Services Provided:</b>   |
| <p>Governor's Office Homeland Security Emergency Preparedness (GOHSEP) – FEMA Public Assistance Recovery Support<br/>                     Baton Rouge, LA<br/>                     Lynne Browning, Assistant Director of Public Assistance<br/>                     lynne.browning@la.gov</p> | <p>Since 2006, Deloitte has successfully supported GOHSEP with a variety of tasks and services. Below is a representative sample complementing the scope of services being required by Jefferson Parish in this SOQ.</p> <ul style="list-style-type: none"> <li>• Organizational needs assessment, including development of new operating model, policies and procedures, and support for IT implementation.</li> <li>• Deployment of team to support over 50 local and municipal governments in Louisiana with cost reconciliation, book cleanup, and project summary documentation.</li> <li>• Cost reconciliations, including reconciliation of \$125M in project closeout costs for Jefferson Parish (as a subrecipient)</li> <li>• Detailed expenditure review for tens of thousands of transactions including program integrity for contract and procurement eligibility (procure to pay)</li> <li>• Design and implementation of several dashboards, reports, and tools to expedite the review and flagging of project progress.</li> </ul> |
| <b>Length of Services Provided:</b>   | <b>Cost of Services Provided:</b>  |
| <p>2006 – Present*<br/>                     *Deloitte has been engaged on multiple contracts with GOHSEP since 2006 to Present</p>  | <p style="text-align: center;">\$100M+*</p> <p style="font-size: small;">* The service costs are a reflection of the wide spectrum of work we've conducted over the last 18 years, which has involved a significant variety of tasks and deliverables. Please bear in mind that not all of these may be pertinent to the scope defined by Jefferson Parish.</p>  |

| <b>PROJECT NO. 4</b>   |  |
|--|--|
| <b>Project Name, Location and Owner's contact information:</b>   | <b>Description of Services Provided:</b>   |
| <p>Minnesota Department of Employment and Economic Development (MN DEED)<br/>                     St. Paul, Minnesota<br/>                     Sara Reller, Business Redesign &amp; Technology Director<br/>                     Sara.reller@state.mn.us</p> | <p>The Deloitte team assisted the Minnesota Department of Employment and Economic Development (MN DEED) in improving the ongoing management of the Unemployment Insurance Trust Fund and validating current accounting data. The current processes required improving process documentation and optimization, including but not limited to process redesign and automation to meet the complex nature of Unemployment Insurance. The Deloitte team utilized two separate teams to support the Reconciliation Support workstream and the Cash Management workstreams concurrently to meet project timelines.</p> <p>The Cash Management workstream supported the MN DEED Cash Management Team by reviewing, documenting, and optimizing the current flow of money between the Minnesota State and Unemployment Insurance Trust Funds. Current cash management policies and procedures were assessed and a recommended operational framework for future administration was developed to optimize their budget. In addition, we leveraged current-state assessments to develop in-depth</p> |

## General Professional Services Questionnaire

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|                                     | <p>process narratives, workflows, and roadmaps to visualize improvement opportunities and recommendations for the MN DEED Cash Management process.</p> <p>The Reconciliation Support workstream assisted the MN DEED Cash Management Team by understanding, reviewing, completing, and optimizing the reconciliation process of the Benefit and Clearing Bank Accounts. Furthermore, we redesigned the reconciliation processes by reducing the complexity of identifying variances including data input automation and clarifying variance items that require correction. Utilizing the redesigned reconciliation process, the Deloitte Reconciliation Support team also assisted in the completion of the FY21 and FY22 Agency Prepared Financial Statements.</p> |
| <b>Length of Services Provided:</b> | <b>Cost of Services Provided:</b>   |
| 2021 - 2022                         | \$1,400,000   |

| <b>PROJECT NO. 5</b>  |   |
|---|---|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Description of Services Provided:</b>  |
| <p>California Department of Water Resources (DWR)<br/>Sacramento, California<br/>Lisa Toms, Branch Manager<br/>Lisa.toms@water.ca.gov</p> | <p>California Department of Water Resources (DWR) was seeking to address key challenges across improving processes and technology areas, that may lead to delays and misstatements in financial reporting and adverse audit findings over the control environment, as well as erosion of confidence with stakeholders due to lack of transparency into the accounting and financial reporting structure. The Deloitte team established process documentation for DWR to support audits, facilitate a thorough understanding of the Department's policies and procedures, and identify areas where manual processes can be automated to improve efficiency.</p> <p>Deloitte assisted DWR with assessing and documenting the current state of fiscal processes and systems by leading working sessions with the client's key personnel to understand current-state processes and pain points. The Deloitte team leveraged the current-state assessments to develop in-depth process narratives, workflows, and roadmaps for Financial Close and Reporting, Cash Management, Order-to-Cash, and Capital Assets workstreams to visualize improvement opportunities and recommendations for DWR.</p> <p>We then developed a gap analysis for the current state of the Department's governance, systems, and control environment versus our industry leading practices, and provided observations and recommendations to improve the timeliness and efficiency for all workstreams. In addition, the team drafted an overarching Accounting</p> |

## General Professional Services Questionnaire

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|                                     | <p>Manual for all workstreams spanning policies and procedures to assist in financial close and reporting, incorporating recommendations from the gap analysis to successfully update antiquated and absent fiscal policies and directly supported remediation of historical audit findings, improved transparency, and enhanced control environment.</p> <p>The team created a Risk and Controls Matrix to identify risk, rank, and implement control measures to mitigate risks for each process. The risks highlighted affected the Department's year-end financial statements and communicated these risks along with their respective levels to DWR, thereby confirming the department is well-equipped for financial audits.</p> |
| <b>Length of Services Provided:</b> | <b>Cost of Services Provided:</b>  |
| 2022 - Present                      | \$3,000,000+   |

### PROJECT NO. 6

| <b>Project Name, Location and Owner's contact information:</b>  | <b>Description of Services Provided:</b>  |
|---|---|
| <p>North Dakota Department of Health and Human Services<br/>Bismarck, North Dakota<br/>Donna Auckland, CFO<br/>dmaukland@nd.gov</p> | <p>Deloitte provided the State of North Dakota Department of Health &amp; Human Services (DHHS) with extensive financial management services to assist the accounting and finance departments. Deloitte's focus was to facilitate the integration of DHHS accounting and financial processes and redesign the cost allocation methodology.</p> <p><u>Cost Allocation</u><br/>Deloitte performed a thorough analysis and optimization of DHHS's indirect pool structure. We significantly reduced the complexity of DHHS's legacy system, decreasing the number of indirect pools from 97 to 54 and allowed for increased visibility and traceability for DHHS reporting and audits. In addition to this, the Deloitte team developed a new cost allocation methodology designed to facilitate smoother financial audits and confirm compliance with government financial standards and policies. We created training materials and process documentation for DHHS accountants to understand the indirect rate calculation process. We also developed a current-state narrative and future-state design narrative, as these narratives explained the newly designed cost allocation methodology. Complex financial and operational data sets were streamlined to create an indirect rate tracker tool that allowed for greater transparency into funding and costs. Additionally, we used its extensive knowledge of government financial standards and policies to confirm DHHS remained compliant with state and federal standards during the re-design of their cost allocation process. The team worked closely with stakeholders to streamline requirement gathering, drive transparency throughout the process, and train personnel on the new methodology.</p> <p><u>Financial Integration</u><br/>Deloitte conducted assessments on the DHHS's financial systems and</p> |

## General Professional Services Questionnaire

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|                                     | close processes. By documenting the current state; differences in system, processes and procedures were identified requiring planning for an integrated single department. Workshops were held with DHHS Staff to educate and build familiarity with the year-end financial close process. Recommendations for identified gaps, systems solutions, optimization of personnel, and implementation of governance controls were provided in addition to consolidated policy and procedure documents. |
| <b>Length of Services Provided:</b> | <b>Cost of Services Provided:</b>   |
| 2021 - Present                      | \$4,700,000   |

| <b>PROJECT NO. 7</b>  |   |
|---|---|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Description of Services Provided:</b>  |
| University Health System<br>Accounting Compliance & Monitoring Services<br>San Antonio, TX<br>Larry Wallis, Director<br>Larry.wallis@uhtx.com | Deloitte was engaged with University Health System on a multi-year contract to provide integrity monitoring and auditing services for the development of a new state of the art Woman's and Children's Hospital in San Antonio, Texas. Our team was tasked with but not limited to the following: <ul style="list-style-type: none"> <li>• Ad-Hoc Accounting Services</li> <li>• Surge Support</li> <li>• Initial project controls assessment</li> <li>• Conducting quarterly construction cost and compliance audits</li> </ul> Deloitte's collaboration with the University Health System has led to corrective actions and the following impacts: <ul style="list-style-type: none"> <li>• Creation of project controls to improve year-end reporting compliance</li> <li>• Conducting quarterly audits identified a number of opportunities for process optimization</li> <li>• Industry-leading tailored recommendations</li> <li>• Improved integrity and logic of work plans</li> <li>• Integration of a comprehensive risk management plan</li> </ul> These enhancements have been successfully implemented by the client's project team, leading to increased efficiency and consistency in all recurring project controls functions as well as increased transparency and compliance verification throughout financial reconciliation and project accounting practices. |
| <b>Length of Services Provided:</b>   | <b>Cost of Services Provided:</b>   |
| 2020 - 2024   | Confidential  |

## General Professional Services Questionnaire

| <b>PROJECT NO. 8</b>   |  |
|--|--|
| <b>Project Name, Location and Owner's contact information:</b>   | <b>Description of Services Provided:</b>   |
| New Jersey Turnpike Authority (NJTA)<br>Technical Accounting Support<br>Woodbridge, New Jersey<br>Erwin Luna, Assistant Comptroller<br>luna@njta.com | <p>Deloitte has assisted the New Jersey Turnpike Authority (NJTA) in the implementation of Governmental Accounting Standards Board (GASB) 87, Leases, GASB 94, Public-Private and Public-Public Partnerships and Availability Payment Arrangements, effective for fiscal years ending December 31, 2022 and December 31, 2023, and GASB 96, Subscription-Based Information Technology Arrangements (“SBITA”), effective for fiscal year ended December 31, 2023. The scope included assisting with reviews of contracts to identify arrangements that meet the definition of GASB 87, GASB 94, and GASB 96; assist in preparing calculations and journal entries as per the new GASB standards for 100+ arrangements; support preparation of reports to meet new GASB disclosure requirements; and provide other technical accounting support as requested. Deloitte leveraged internal accelerators and automated GASB calculation templates to generate GASB-compliant calculation schedules, journal entries, and relevant disclosures. Additionally, Deloitte supported NJTA by addressing various technical questions related to GASB 94 arrangements.</p> <p>In addition, Deloitte has recently been engaged by NJTA to assist the Finance Department with its finance transformation effort, including, but not limited to, development of the finance department’s policy and procedure document, business process improvements through automation, and assistance with ongoing GASB implementations. The finance transformation work begins with performing current state assessments to understand both pain points and gaps to identify high priority areas requiring transformation.</p> |
| <b>Length of Services Provided:</b>  | <b>Cost of Services Provided:</b>  |
| 2023 – Present   | \$377,612  |

| <b>PROJECT NO. 9</b>   |  |
|--|--|
| <b>Project Name, Location and Owner's contact information:</b>   | <b>Description of Services Provided:</b>   |
| City of Houston Financial Services for Disaster Related Funding<br>Melissa Dubowski, Director of Finance<br>Melissa.Dubowski@houstontx.gov | Deloitte has been supporting the City of Houston since 2019 to provide a wide array of financial services including disaster recovery forecast modeling the City’s cash positions and expected project spending, quarterly reporting to City Hall, and other support services to assist the city with financial planning and management in response to federally-declared disasters. |

## General Professional Services Questionnaire

|                                     |  |
|-------------------------------------|--|
|                                     | Deloitte has also provided the City with compliance support in the forms of cost reasonableness analyses, and audit compliance assessments to help prepare for future audits. We have also been asked by the City of Houston to provide guidance and recommendations for its American Rescue Plan Act revenue loss calculations made in response to the COVID-19 pandemic. |
| <b>Length of Services Provided:</b> | <b>Cost of Services Provided:</b>  |
| 2019 - Present                      | \$1,200,000  |

| <b>PROJECT NO. 10</b>   |  |
|---|--|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Description of Services Provided:</b>   |
| State of Nebraska (NE)<br>Department of Administrative Services,<br>State Accounting Office (SAO)<br>Philip Olsen, State Accounting<br>Administrator<br>Philip.Olsen@nebraska.gov | <p>The State of Nebraska, State Accounting Office (SAO) was seeking to address challenges and services with improving the timeliness and quality of the fiscal year-end closing, annual comprehensive financial report (ACFR) process, account reconciliation, and GASB adoption (GASB 84 &amp; 87) for fiscal years 2021 and 2022.</p> <p>The Deloitte team assisted the SAO by reviewing various ACFR procedures and construction ACFR Statements and Footnotes by assisting with the preparation of ACFR reports, including Government-wide Financial Statements and Reconciliation, Fund Financial Statements and Reconciliations, Footnotes, and Statistical Section.</p> <p>Furthermore, the Deloitte team assisted provided additional review and analysis regarding year end accounting entries, access and validate services in support of providing “prepared by client” documents for the auditors, as well as providing accounting and reporting support in the performance of assisting SAO to remediate prior year financial statement audit findings to prepare for fiscal year-end close. In addition, the Deloitte team assisted with the identification and development of internal controls to mitigate financial statement risks related to the financial close process. Upon SAO’s request, the Deloitte team would also review and provide guidance on GASB 97 treatment of contracts.</p> |
| <b>Length of Services Provided:</b>   | <b>Cost of Services Provided:</b>  |
| 2021 - 2024   | \$450,000  |

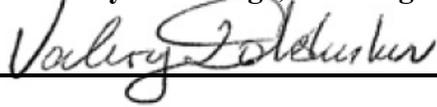
## General Professional Services Questionnaire

| <b>L. List all prior and/or on-going litigation between Firm and Jefferson Parish. Please attach additional pages if necessary.</b>   |                   |                               |
|---|-------------------|-------------------------------|
| <b>Parties:</b>   |                   | <b>Status/Result of Case:</b> |
| <b>Plaintiff:</b>   | <b>Defendant:</b> |                               |
| <b>1.</b> N/A   | N/A               | N/A                           |
| <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p>In response to The General Professional Services Questionnaire section L, to the best knowledge of Deloitte &amp; Touche LLP's signatory based on reasonable diligence, we are not aware of any prior and/or on-going litigation regarding a services contract between Deloitte &amp; Touche LLP and Jefferson Parish.</p> </div>   |                   |                               |
| <b>2.</b> N/A   | N/A               | N/A                           |
| <b>3.</b> N/A   | N/A               | N/A                           |
| <b>4.</b> N/A   | N/A               | N/A                           |
| <b>M. Use this space to provide any additional information or description of resources supporting Firm's qualifications for the proposed project.</b>   |                   |                               |
| <p>Deloitte's Government &amp; Public Services (GPS) practice is made up of over 15,000 professionals with diverse skillsets, and the breadth of capability of our workforce enables us to provide staff augmentation support to address client issues from many dimensions. In addition to our Risk and Advisory Services, our established CFO Services practice helps state and local governments address complex finance, accounting, technology, and control challenges to drive mission success, efficiency, and transparency. We have robust experience providing staff support for technical finance and grants accounting, year-end close and reporting, compliance, governance, and data support and analytics to stand up and establish new processes. Our technology agnostic practitioners have the skillset to work in many ERP and financial systems.</p> <p>The State of Louisiana and its agencies have been valued clients of Deloitte for more than 30 years. Deloitte operates directly out of two physical offices in Louisiana, in Baton Rouge and New Orleans. Deloitte is proud to have led some of the largest and most complex projects for the State of Louisiana with such agencies as the Division of Administration, Department of Revenue, Department of Children and Family Services (DCFS), Department of Health (LDH), Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) and others. At the local level, we have supported Parishes across the state, including Jefferson Parish Sheriff's Office and Cities of Harahan, Gretna, and Kenner.</p> <p>With our experience and local presence, and the ability to quickly staff our team with qualified practitioners, we are confident we have the resources and knowledge to assist the Parish with the accounting services requested in the timelines required.</p> |                   |                               |

**General Professional Services Questionnaire**

**N. To the best of my knowledge, the foregoing is an accurate statement of facts.**

**Signature:**



**Print Name:** Valeriy Dokshukin

**Title:** Partner

**Date:** May 9, 2024

# General Professional Services Questionnaire

## Attachment A: Affidavit

This Affidavit, including any related representations, declarations, certifications, and related affirmations herein are made by me individually and submitted based on my current personal knowledge and (a) limited to the engagement team performing the services for the Entity; (b) subject to the exceptions included in our response; and (c) will be superseded by the terms and conditions in the final contract that is mutually agreed upon between the parties.

### Statement of Qualifications

#### AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: Valeriy Dokshukin\*  
\_\_\_\_\_, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized Partner \_\_\_\_\_ of Deloitte & Touche LLP (Entity),  
the party who submitted a Statement of Qualifications (SOQ) to provide professional accounting  
services \_\_\_\_\_ (Briefly describe the services the SOQ will cover), to the Parish of  
Jefferson.

Affiant further said:

#### Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

**Choice A** \_\_\_\_\_ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

**Choice B** X there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

## General Professional Services Questionnaire

Affiant further said:

### Debt Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

**Choice A** \_\_\_\_\_ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

**Choice B** X There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

### Solicitation of Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

**Choice A** \_\_\_\_\_ Attached hereto is a list of all elected officials of the Parish of Jefferson, whether still holding office at the time of the affidavit or not, where the elected official, individually, either by **telephone or by personal contact**, solicited a campaign contribution or other monetary consideration from the Entity, including the Entity's officers, directors and owners, and employees owning twenty-five percent (25%) or more of the Entity, during the two-year period immediately preceding the date the affidavit is signed. Further, to the extent known to the Affiant, the date of any such solicitation is included on the attached list.

**Choice B** X there are **NO** solicitations for campaign contributions which would require disclosure under Choice A of this section.

## General Professional Services Questionnaire

Affiant further said:

### Subcontractor Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

**Choice A**  Affiant further said that attached is a listing of all subcontractors, excluding full time employees, who may assist in providing professional services for the aforementioned SOQ.

**Choice B**  There are **NO** subcontractors which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

*[The remainder of this page is intentionally left blank.]*

**General Professional Services Questionnaire**

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

*Valeriy Dokshukin*

\_\_\_\_\_  
Signature of Affiant

Valeriy Dokshukin

\_\_\_\_\_  
Printed Name of Affiant

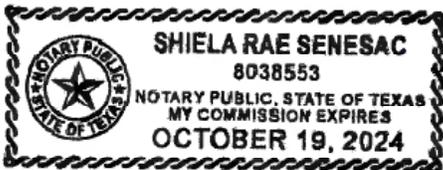
SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 7<sup>th</sup> DAY OF May, 2024.

*Spil R. Senesac*  
\_\_\_\_\_  
Notary Public

*SHIELA R. SENESAC*  
\_\_\_\_\_  
Printed Name of Notary

8038553  
\_\_\_\_\_  
Notary/Bar Roll Number

My commission expires 10-19-2024





# General Professional Services Questionnaire



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/26/2023

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

| <b>PRODUCER</b><br>MARSH USA, LLC.<br>1166 AVENUE OF THE AMERICAS<br>NEW YORK, NY 10036<br>Attn: RealEstate.CertRequest@marsh.com  | <b>CONTACT NAME:</b> --<br><b>PHONE (A/C, No, Ext):</b> _____ <b>FAX (A/C, No):</b> _____<br><b>E-MAIL ADDRESS:</b> _____<br><table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A: North American Capacity Ins Co</td> <td>25038</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table> | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A: North American Capacity Ins Co | 25038 | INSURER B: |  | INSURER C: |  | INSURER D: |  | INSURER E: |  | INSURER F: |  |
|--|--|-------------------------------|--------|---|-------|------------|--|------------|--|------------|--|------------|--|------------|--|
| INSURER(S) AFFORDING COVERAGE  | NAIC #   |                               |        |   |       |            |  |            |  |            |  |            |  |            |  |
| INSURER A: North American Capacity Ins Co  | 25038  |                               |        |   |       |            |  |            |  |            |  |            |  |            |  |
| INSURER B:   |  |                               |        |   |       |            |  |            |  |            |  |            |  |            |  |
| INSURER C:   |  |                               |        |   |       |            |  |            |  |            |  |            |  |            |  |
| INSURER D:   |  |                               |        |   |       |            |  |            |  |            |  |            |  |            |  |
| INSURER E:   |  |                               |        |   |       |            |  |            |  |            |  |            |  |            |  |
| INSURER F:   |  |                               |        |   |       |            |  |            |  |            |  |            |  |            |  |
| CN102871568-STND-PROF-23-24  |  |                               |        |   |       |            |  |            |  |            |  |            |  |            |  |
| <b>INSURED</b><br>Deloitte LLP &<br>Deloitte & Touche LLP and all other firms, entities and persons owned, controlled by or associated with the foregoing as more fully described in the Policy.<br>30 Rockefeller Plaza<br>New York, NY 10112 |  |                               |        |   |       |            |  |            |  |            |  |            |  |            |  |

**COVERAGES**      **CERTIFICATE NUMBER:** NYC-010786039-57      **REVISION NUMBER:** 12

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE  | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS   |
|----------|--|-----------|----------|---------------|-------------------------|-------------------------|--|
|          | <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: _____ |           |          |               |                         |                         | EACH OCCURRENCE \$<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$<br>MED EXP (Any one person) \$<br>PERSONAL & ADV INJURY \$<br>GENERAL AGGREGATE \$<br>PRODUCTS - COMP/OP AGG \$<br>_____ \$ |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY                      |           |          |               |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>_____ \$                                    |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br>DED: _____    RETENTION \$: _____  |           |          |               |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$<br>_____ \$   |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N<br>If yes, describe under DESCRIPTION OF OPERATIONS below         |           |          |               |                         |                         | <input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER<br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                                |
| A        | Professional Liability   |           |          | 5477.1        | 06/01/2023              | 06/01/2024              | Per Claim 1,000,000<br>Aggregate 1,000,000   |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

1. This policy is non-cancellable during the period shown.  
 2. The issuance of this certificate of insurance does not make the person or organization to whom it is issued an additional insured, nor does it modify in any manner the contract of insurance between the insured and the insurer.

Cyber, network, privacy, confidentiality and technology errors and omissions are included in the Professional Liability coverage form.

|  |  |
|--|--|
| <b>CERTIFICATE HOLDER</b><br>Deloitte & Touche LLP<br>30 Rockefeller Plaza<br>New York, NY 10112 | <b>CANCELLATION</b><br>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br><br><p style="text-align: right;"><i>Marsh USA LLC</i></p> |
|--|--|

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ACORD 25 (2016/03)

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## **General Professional Services Questionnaire**

### **Attachment C: Statement of Litigation**

In response to The General Professional Services Questionnaire Section L, to the best knowledge of Deloitte & Touche LLP's signatory based on reasonable diligence, we are not aware of any prior and/or on-going litigation regarding a services contract between Deloitte & Touche LLP and Jefferson Parish.

## General Professional Services Questionnaire

### Attachment D: Fee Schedule

In response to The General Professional Services Questionnaire, the following fee schedule, exclusive of expenses, is proposed with 6.5 full time resources. As processes are optimized and efficiencies are gained, we expect the year over year effort to decrease as reflected in the table. Please refer to the table below for a breakdown of the total hours and cost per year by role.

| Role                 | Rate per Hour | Year 1          |                       | Year 2          |                    | Year 3          |                    |
|----------------------|---------------|-----------------|-----------------------|-----------------|--------------------|-----------------|--------------------|
|                      |               | Estimated Hours | Estimated Cost        | Estimated Hours | Estimated Cost     | Estimated Hours | Estimated Cost     |
| Leadership           | \$280         | 520             | \$145,600.00          | 470             | \$131,600          | 425             | \$119,000          |
| Supervisor           | \$250         | 2,080           | \$520,000.00          | 1,870           | \$467,500          | 1,685           | \$421,250          |
| Staff                | \$200         | 8,320           | \$1,664,000.00        | 7,490           | \$1,498,000        | 6,740           | \$1,348,000        |
| Remote Support Staff | \$150         | 2,640           | \$396,000.00          | 2,375           | \$356,250          | 2,140           | \$321,000          |
| <b>Totals</b>        |               | <b>13,560</b>   | <b>\$2,725,600.00</b> | <b>12,205</b>   | <b>\$2,453,350</b> | <b>10,990</b>   | <b>\$2,209,250</b> |

Deloitte has a pool of qualified personnel to scale the team up or down depending on the Parish's requirements. In the event additional resources are required, the following rate card will be utilized.

| Role                 | Hourly Rate |
|----------------------|-------------|
| Leadership           | \$280.00    |
| Supervisor           | \$250.00    |
| Staff                | \$200.00    |
| Remote Support Staff | \$150.00    |