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September 27, 2020

**Engagement Letter—2020 Medical Services – County Jail and Juvenile Justice Center –
Review of purchasing assessment**

To the Nueces County
Judge and Commissioners

We are pleased to confirm our acceptance and understanding of the services we are to provide for the Nueces County for the 2020 Medical Services – County Jail and Juvenile Justice Center – Review of purchasing department assessment.

You have requested that we perform the following services:

- 1) We will review to ascertain the Purchasing departments assessment of the RFP No. 31370-20 Medical services for the County Jail and Juvenile Justice Center.
- 2) We will review calculations to ascertain the accuracy of the submitted proposals, any discrepancies will be noted for future review by the Nueces County committee conducting the overall assessment.
- 3) We will review the proposals for – security bonds and applicable addendums.
- 4) Meet with applicable vendors to confirm any issues if necessary.
- 5) We will conduct our compilation engagement in accordance with the Statements on Standards for Accounting and Review Services (SSARS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with applicable professional standards, including the AICPA's *Code of Professional Conduct*, and its ethical principles of integrity, objectivity, professional competence, and due care, when performing the consulting services in analyzing these medical services assessment. We will naturally adhere to the County's purchasing confidential protocol.

We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities since performing those procedures or taking such action would impair our independence.

We will assist in ensuring the following:

- a. To ensure that the County complies with the laws and regulations applicable to its activities.
- b. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement.
- c. To provide us with—

Copies of Proposals submitted to the Purchasing department for RFP No. 3137-20

As part of our consulting engagement, we will provide our professional services at an hourly rate of \$100 (\$125 less 25 discount) on as needed basis.

Other Relevant Information

You are responsible for all management decisions and responsibilities and for designating an individual with suitable skills, knowledge, and experience to oversee our consulting services. You are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services.

Ernest R. Garza, CPA, is the engagement partner and is responsible for supervising the engagement and signing the compilation report or authorizing another individual to sign it.

We estimate that our fees for the consulting services will be \$100 per hour on an as needed basis. Budgeted hours will be up to 24 hours. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the work performed. Any changes will naturally be discussed and approved by the Commissioners Court.

If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. We understand this is a priority project and has to be completed in a week.

To the extent permitted by law, you agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you acknowledge and agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us .

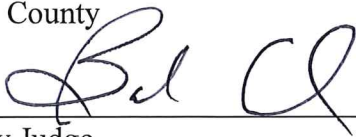
Sincerely,



Ernest R. Garza, CPA

Acknowledged:

Nueces County



County Judge



Date