

CITY OF SAN PABLO

FY 2025-26 Eide Bailly Contract

Budget, Finance, & Legislative Standing Committee
May 28, 2025



CITY OF SAN PABLO
City of New Directions

PRIORITY SERVICE AREAS:

1. Finance Operations,
2. Policy and Procedures Assessment, &
3. Software Assessment and Efficiencies

Scope of Work

Phase I: Assessment & Development, 1 - 6 Months

Service Area

Finance Assessment

Tasks

Review and assess accounting roles and responsibilities, fiscal year-end processes, and related general ledger maintenance

Approximate Cost

\$25,000

Finance Policy and Desk Procedures

Policy gap analysis, best practices recommendations and procedures Additional policy assistance can be provided, and a fee estimated, once the gap analysis is completed

\$25,000

Phase II: Software Assessment, 3 - 12 Months

Service Area

Software Assessment

Tasks

Review operational use of Springbrook

Approximate Cost

\$25,000

Phase III: Financial Management, 6 - 12 Months

Service Area

Finance Operations & Quality Assurance

Tasks

Assist and Review Accounts Payable, Accounts Receivable, and Budget operations

Approximate Cost

\$25,000



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► BFLSC RECOMMENDATION:

1. Receive Presentation; and
2. Proceed with a recommendation to the City Council to finalize agreement with Edie Baily for financial services consulting services and authorize a one-time appropriation of \$100,000 from FY 2024-025 GFDR Fund Balance (Fund 110) to fund contract, effective July 1, 2025.

QUESTIONS?



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