

PERFORMANCE BASED CONTRACT GUIDELINES

1. WHAT IS THE PURPOSE OF THE SERVICE?

(Describe in detail any services to be provided or materials to be purchased)

Nawrocki Smith will be performing Internal Audit services under the contract. This will include performing a District wide risk assessment and other internal audits as agreed to and requested by the District.

2. AMOUNT OF SERVICE

(Set forth all quantities and/or amounts of time required to be devoted to the contract and describe where services are to be provided as specified in Schedule "B")

See attached.

3. WHO IS SERVED?

(Describe whether services are to be provided directly to students, to staff, etc.)

The services will be provided directly to the Board of Education, on behalf of the District.

4. WHO WILL PROVIDE SERVICES?

(If individual providers are contemplated, set forth the names and qualifications of the service providers)

Nawrocki Smith LLP will provide the services. Nawrocki Smith is a public accounting firm.

5. WHAT WILL BE COMMUNICATED TO DISTRICT PERSONNEL, PARENTS, OTHERS ABOUT PROGRESS AND RESULTS OF THE SERVICES?

(How specifically will the contractor report to the School District (or parents, if applicable) about their progress towards achieving the goals of the contract?)

The Board of Education (and Audit Committee) will receive progress status reports as well as reports upon completion of projects.

6. HOW WILL THE QUALITY BE JUDGED?

(Set forth the method which will be used to evaluate contractor's performance)

NA

7. PERSONS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

(There must be a single Board administrative employee identified as the person responsible. This person will also be responsible for signing off on contract payments)

CONTRACTOR'S NAME, ADDRESS & CONTACT INFORMATION

Darin V. Iacobelli, CPA
Nawrocki Smith, LLP
290 Broad Hollow Rd
Melville, NY 11747
631-756-9500 x 209

CONTRACTOR'S FEDERAL IDENTIFICATION NUMBER

74-3216978

CONTRACTOR'S STATUS (e.g., corporation, individual, unincorporated, etc. and where)

Partnership

8. ARE THE SERVICES PURSUANT TO A GRANT AGREEMENT? IF YES, WHAT IS THE GRANT AND WHAT ARE THE GRANT REQUIREMENTS RELATED TO THIS AGREEMENT?

No

9. WILL THE CONTRACTOR BE RECEIVING ANY STUDENT DATA OR OTHER DATA FROM YONKERS PUBLIC SCHOOLS? IF YES, PLEASE DESCRIBE. IF STUDENT DATA IS BEING SHARED, PLEASE PROCEED TO QUESTION 10 BELOW.

Yes. Data will be received for the sole purpose of conducting audits pertaining to specific financial and operational areas within the District. Such data might include, and will not be limited to, various financial data of the district as well as user permissions and student registration and participating in extra curriculum clubs as participants or club officers.

10. WILL THE STUDENT DATA BE USED FOR THE PURPOSE OF DEVELOPING, VALIDATING, ADMINISTERING STUDENT AID PROGRAMS, OR IMPROVING INSTRUCTION? IF YES, PLEASE SPECIFICALLY DESCRIBE.

No