

# Straley Lamp & Kraenzlein P.C.

Certified Public Accountants

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June 4, 2024

Alpena County Board of Commissioners and Management  
County of Alpena, Michigan  
Alpena, MI 49707

Re: Capital Asset Schedule Accounting Assistance

Dear Ladies and Gentlemen:

We are pleased to have this opportunity to submit a proposal to provide accounting assistance in maintaining the capital asset schedule for the County of Alpena.

On May 30, 2024, we met with management of the County of Alpena and discussed the history and complexities of the capital asset schedule. If there are any questions regarding this, we are available for further discussion.

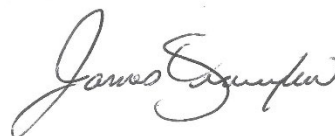
We estimate that the accounting services provided for capital assets during the audit process for fiscal year ending December 31, 2023 and 2022 is approximately \$5,740.

In the initial year of providing accounting assistance for maintaining the capital asset schedule, there will be some additional setup time to transition the capital asset schedule through December 31, 2023 to our software. We will discount the rates for the setup time in the initial year of this transition. Even with this additional setup time in the initial year, our fee is estimated to not exceed \$5,250.

We believe, after the initial year there will be overall cost savings to the County. This includes efficiencies with utilizing our software, no longer incurring the expenditure for the BS&A capital asset module, and employee time spent working on capital assets. The cost for this assistance is partially dependent on the level of capital asset projects and purchases during the fiscal year, consequently the cost will vary from year to year.

Please call me or Chelsea McConnell, CPA, Audit Manager, if you have any questions. We look forward to hearing from you after your review of our proposal.

Sincerely,



James E. Kraenzlein, CPA/ABV/CFF. CVA