



February 2, 2015

Town Council
c/o Mr. Adam Trenk, Vice Mayor
Town of Cave Creek, Arizona
37622 North Cave Creek Road
Cave Creek, Arizona 85331

To the Members of the Town Council, Town of Cave Creek, Arizona::

Thank you for giving Eide Bailly LLP (“Eide Bailly”) the opportunity to propose on computer forensic and forensic accounting services. We believe Eide Bailly is the right firm for the Town of Cave Creek (“the Town”) for the following reasons:

Our Experience

We are confident you will benefit from working with Eide Bailly. Our extensive experience and knowledge positions us to be the right firm for you. We will work closely with you every step of the way to ensure your engagement is handled as efficiently and effectively as possible. Our staff consists of Certified Public Accountants, Certified Fraud Examiners, Certified Forensic Interviewers, former law enforcement and computer forensic experts who will provide expertise and guidance throughout the entire process.

Forensic Accounting and Computer Forensics Approach

Our staff is passionate about their work and your success. We will customize our approach to meet your needs. Prior to beginning the engagement, we will meet with your management team to discuss:

- The engagement timeline
- The approach and process involved in a forensic accounting and computer forensic examination
- Additional considerations that may affect scope, schedules and work papers to be prepared by your personnel

During the course of our services, we will hold periodic meetings with your management. This continuous interchange of information will keep you fully informed and will provide us with timely information, so we can best serve your organization. We will work with your staff to deliver a quality product and limit disruptions in your day-to-day activities.

Your Service Team

We understand personal service is important to our clients. You will work with an Eide Bailly team that has extensive knowledge and experience. Jeremy Bendewald will lead the team and serve as Engagement Partner; Lela Lawless and Doug Cash will serve as forensic accounting experts and Calvin Weeks will lead the computer forensic team and serve as your computer forensic expert. These professionals bring strong credentials and a desire to work with the Town. If awarded this engagement, these individuals will serve as your primary contacts. We will complement the project team with additional resources as necessary. You will find comprehensive profiles for these team members attached to this proposal.

www.eidebailly.com

We realize other firms are knowledgeable as well; however, we believe what differentiates Eide Bailly is personal and attentive service from all members of our service team, including partners and senior-level staff. We will get to know you and your staff and take the time to understand your specific challenges and opportunities. We pride ourselves on delivering honest and insightful advice beyond what is normally experienced in the public accounting industry.

Timeliness

We will meet your deadlines. Our professionals are trained to anticipate, identify and respond to your needs in a timely manner. We will work closely with your management team to customize our forensic accounting and computer forensic services and process. We believe in clear, up-front and open communication with no surprises.

Value for Fees

You can expect quality service at reasonable fees. Eide Bailly has an established reputation of providing quality work at a fair price. Our fees are based on the complexity of the issues and the experience level of the personnel necessary to address those issues. In the event you request additional services, Eide Bailly will obtain your agreement on fees before we begin such work. In other words, there will be no hidden fees.

We will utilize progressive billing increments of \$10,000 with the following fee schedule based on our understanding of the scope of work and the level of involvement of the Town’s staff:

Billable Hourly Rate	
Partner/Senior Managers	\$275
Computer Forensic Professionals	\$225
Managers	\$190
Staff Associates	\$160

We Want to Work with You

We believe the qualifications of Eide Bailly merit serious consideration. Know that you will be a highly valued client. Our people will be proud to work with the Town and build a trusting relationship with your team. Please contact me at llawless@eidebailly.com or 602.264.8641 if you would like to discuss any aspect of this proposal.

Sincerely,



Lela C. Lawless, CPA/ABV/CFE, CVA
Senior Manager, Litigation and Valuation Services



Jeremy Bendewald, MBA, CFE, CFI

Principal, Director of Forensic Services

701.239.8513 | jbendewald@eidebailly.com

Knowledge and Experience

- Serves as Eide Bailly's Director of Forensic Accounting and Investigative Services.
- More than 13 years experience providing forensic accounting services for clients, with special knowledge in detection of fraudulent activity through computer data and accounting software.
- Participates with criminal and civil court of law proceedings regarding allegations of fraud.
- Provides significant fraud management services for many different types of organizations, including development of on-going fraud management control systems.
- Advanced education and training in Interview and Interrogation technique.

Professional Memberships

- Association of Certified Fraud Examiners
- Forensic EnCase Methodology
- Reid Technique of Interviewing and Interrogation
- Wicklander Zuluski method of conducting interviews and interrogation

Designations & Licensures

- Certified Fraud Examiner
- Master's Degree in Fraud Management
- Certified Forensic Interviewer
- Private Investigator – Arizona, Minnesota, North Dakota, Nevada and California

Education

- Master of Business Administration, Fraud Management and Economic Crime – Utica College founded by Syracuse University, New York
- Bachelor of Science, Accounting with Forensic Accounting studies – North Dakota State University, Fargo



Lela C. Lawless, CPA, ABV, CFF, CVA

Business Valuation Senior Manager
602.264.8641 | llawless@eidebailly.com

Knowledge and Experience

- More than 20 years of experience in public accounting.
- Experienced in providing complex litigation support, business valuation, forensic accounting, fraud detection, claims analysis and economic damage calculations related to lost profits, fraud schemes, accounting malpractice claims, securities litigation, bankruptcy, employment, contract and other business disputes.
- Experienced in preparation of expert reports, supporting schedules, analysis and exhibits used in all phases of commercial litigation and has provided expert testimony.

Professional Memberships

- American Institute of Certified Public Accountants (AICPA)
- AICPA Business Valuation Committee, Appointed 2013
- AICPA Forensics and Valuation Services Section
- Arizona Society of Certified Public Accountants (ASCPA)
- ASCPA Forensic and Litigation Services Section, Steering Committee Member
- ASCPA Business Valuation Services Section, Steering Committee Member
- National Association of Certified Valuation Analysts (NACVA)
- Beta Gamma Sigma - National Business Honorary

Designations & Licensures

- Certified Public Accountant
- Accredited in Business Valuation (ABV)
- Certified in Financial Forensics (CFF)
- Certified Valuation Analyst (CVA)

Education

- Bachelor of Science - University of Arizona, Tucson
- Masters in Business Administration, Accounting - University of Arizona, Tucson
- NACVA Business Appraisal Course



Douglas E. Cash, MBA, CFE, CFI, CFCI

Forensic Accounting Manager

303.586.8504 | dcash@eidebailly.com

Knowledge and Experience

- More than 27 years law enforcement experience with an emphasis on white collar crime (Retired, May 2005).
- More than seven years of experience providing forensic accounting services for clients, with a special knowledge of fraudulent and criminal activity.
- Lead investigator in various types of fraud related investigations, including embezzlement, money laundering, identity theft, Ponzi and Pyramid schemes and theft by misrepresentation.
- Documents and quantifies fraud losses as well as assists with civil and criminal proceedings for clients.
- Assists clients with insurance claims involving fraud losses.
- Former Special Agent with the State of Arizona, Department of Insurance, Fraud Unit.
- Former Financial Investigator for JP Morgan Chase Bank.
- Former Legislative Committee Chairman for the Fraternal Order of Police.
- Completed courses in the Reid, Cognitive and Kinesic disciplines of Interview and Interrogation Training.
- Instructs a three-day Advanced Interview and Interrogation class for Arizona Police Officer Standards and Training (AZPOST).

Professional Memberships

- Association of Certified Fraud Examiners
- International Association of Financial Crimes Investigators
- National Association of Bunco Investigators
- International Association of Interviewers

Designations & Licensures

- Certified Fraud Examiner
- Certified Forensic Interviewer
- Certified Financial Crimes Investigator
- Private Investigator, Arizona

Education

- Master of Business Administration – University of Phoenix, Arizona
- Master of Science/Administration of Justice and Security – University of Phoenix, Arizona
- Bachelor of Science, Business Administration – University of Phoenix, Arizona



Calvin W. Weeks, EnCE, CEDS, CRISC, CISSP, CISM

Manager, Computer Forensics

405.858.5591 | cweeks@eidebailly.com

Knowledge and Experience

- More than 18 years of experience as a Computer Forensic Examiner.
- More than 28 years of experience as an Information Technology Professional.
- More than eight years of experience as an adjunct professor and instructor for Oklahoma State University.
- Curriculum development for Oklahoma State University, University of Oklahoma, University of Arkansas, Department of Homeland Security and other government and private organizations in all areas of my expertise.
- Professional experience consists of more than 10 thousand cases involving computer forensic examination, more than 10 million documents, email and data and included all meta data that provides the date/times associated with the data.
- Training and more than twenty years of experience deleting and destroying electronic data. This includes deleting and destroying data classified as top secret for the Department of Defense.
- Regularly engage in electronic forensic examination, which includes the identification or elimination of documents, email, internet history, deleted data, dates/times associated with stored and transmitted data, modified data, hiding of information, images, communication links, video, audio, music, intellectual property, malicious applications, database storage and additional various electronic discovery investigative artifacts.
- Certified Police Officer with more than fifteen years experience in Law Enforcement, investigations and security.
- Testimony and court experience in Cleveland, Oklahoma and Marshall Counties of Oklahoma and Western Districts of Oklahoma and Missouri.

Professional Memberships

- Member of Information Systems Audit and Control Association (ISACA)
- Member of International Information Systems Security Certification Consortium (ISC2)
- Association of Certified E-Discovery Specialists (ACEDS)
- Information Systems & Technologies Advisory Board, Oklahoma State University

Designations & Licensures

- EnCase Certified Forensics Examiner (EnCE)
- Certified E-Discovery Specialist (CEDS)
- Certified in Risk and Information Systems Control (CRISC)
- Certified Information System Security Professional (CISSP)
- Certified Information System Manager (CISM)

Education

- A.A.S. Telecommunications, Oklahoma State University