



## Contract By Authorized Board

**Commodity or Service:** Wisconsin Deferred Compensation Program  
Administrative Services Agreement Compliance Audits  
**Request for Bid/Proposal No:** ETA0022

**Contract Period:** December 1, 2011 through December 31, 2016 with  
option to extend for one three-year period  
**Authorized Board:** Deferred Compensation

1. This contract is entered into by and between the State of Wisconsin, Department of Employee Trust Funds (Department), the State of Wisconsin Deferred Compensation Board (Board), and the contractor whose name, address, and principal officer appears on page 2. The Department is the sole point of contact for Board contracting;
2. Whereby the Department of Employee Trust Funds agrees to direct the purchase and the contractor agrees to supply the contract requirements cited above in accordance with the terms and conditions of the request for bid cited above, and in accordance with the contractor's bid submitted on this request for bid which request for bid is hereby made a part of this contract;
3. In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employees or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s.51.01(5), Wis. Stats., sexual orientation as defined in s.111.32(13m), Wis. Stats., or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the contractor further agrees to take affirmative action to ensure equal employment opportunities. The contractor agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.
4. Contracts estimated to be over twenty-five thousand dollars (\$25,000) require the submission of a written affirmative action plan. Contractors with an annual work force of less than twenty-five (25) employees are exempted from this requirement.

Within fifteen (15) working days after the award of the contract, the plan shall be submitted for approval to the Department. Technical assistance regarding this clause is provided by the Purchasing Agent, Department of Employee Trust Funds, P.O. Box 7931, Madison, WI 53707-7931, (608) 266-8989, mark.blank@etf.state.wi.us.

5. For purposes of administering this contract, or in the event of any conflict, ambiguity, or inconsistency among the terms of this Contract and the documents incorporated within, the Order of Precedence to resolve any inconsistencies is:
  - a) This contract;
  - b) RFB ETA0022 dated April 5, 2011, including all appendices, attachments and amendments; and
  - c) The technical and cost bids submitted by Wipfli, LLP on May 18, 2011, in response to RFB ETA0022, including all appendices, attachments and amendments.
  - d) Audits calendar years 2011, 2013 and 2015.



**Contract Number & Service: ETA0022 Wisconsin Deferred Compensation Program  
Administrative Services Agreement Compliance Audits**

<b>State of Wisconsin Department of Employee Trust Funds</b>	
By Authorized Board (Name)	Deferred Compensation Board
By (Name)	Edward D. Main
Signature	<i>Edward D. Main</i>
Title	Chair, State of Wisconsin Deferred Compensation Board
Phone	608-261-7940 (Robert J. Conlin, Deputy Secretary)
Date (MM/DD/CCYY)	12/8/11

<b>To be Completed by Contractor</b>	
Legal Company Name	Wipfli, LLP
Trade Name	Wipfli, LLP
Taxpayer Identification Number	39-0758449
Company Address (City, State, Zip)	2501 West Beltline Hwy, Suite 401 PO Box 8700 Madison, WI 53708-8700
By (Name)	<i>Craig R. Grinde</i>
Signature	<i>Craig R. Grinde</i>
Date (MM/DD/CCYY)	12/07/2011