

# THE CATALYST GROUP

## Payroll and Business Services

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# PROPOSAL

DATE: 12/8/21

**To:**  
Union School District # 81  
1661 Cherry Hill Road  
Joliet, IL 60433

**For:**  
Bookkeeping and Payroll Services  
Coordination, Training, and Supervision  
4 Year Agreement

DESCRIPTION	AMOUNT
<b>JULY 2022 through June 2026</b>	
<b>BOOKKEEPING and PAYROLL SERVICES – COORDINATION, TRAINING AND SUPERVISION</b>	
All Bookkeeping Services; Accounts Payable; Lunch Invoicing, Financial Statement Preparation: Reconciliation of Bank Statements; Board of Education Reports; State and Federal Reporting; Receipts; Budget Assistance; Audit Coordination; Computerization of Payroll and Bookkeeping Records; Direct Deposit of Payroll, Weekly Video Conferencing With Bookkeeper at Union SD.	
<b><i>Proposed 5% Annual Increase Due to Cost of Living Adjustment; (2021 CPI is 6.1%)</i></b>	
<i>MONTHLY INVOICE FY 23:</i>	\$ 3150
<i>MONTHLY INVOICE FY 24</i>	\$ 3307
<i>MONTHLY INVOICE FY 25</i>	\$ 3472
<i>MONTHLY INVOICE FY 26</i>	\$ 3646
<b>Proposed Monthly payment in FY 25 only of one half the cost of single group health insurance through NLSD 122 BCBSIL COBRA (FY 22 rates are \$727.39/month) - due to loss of insurance coverage that year.</b>	<b>\$ 364</b>

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**THANK YOU!**

