



B10 CAPITAL

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NARRATIVE SERVICES PROPOSAL

FOR CONSIDERATION OF:

Ogden Preparatory Academy
Attention: Debbie Deem
1435 Lincoln Ave Ogden, UT 84404
Phone: 801-627-2066 Email: ddeem@ogdenprep.org

LETTER OF INTRODUCTION

CONTRACTOR INFORMATION

<u>C</u>			<u>S:</u>
B10 Capital	Parrish Pellegrino	42 N 650 W	
Founded in 2017	917.353.3734	Suite B	
In Operation Over Five	parrishp@b10cap.com	Farmington, UT	
(5) Years	www.b10cap.com	84025	

OPENING STATEMENT

We have had the honor of assisting hundreds of companies in qualifying for this credit to secure funds as an aid in revitalizing their pandemic-impacted businesses. We have achieved this by employing a proprietary process developed by B10's expert team of tax attorneys, CPAs and analysts. Our method not only results in qualifying your business or organization for the maximum allowable credit, but does so with the highest levels of ethics and available IRS guidance.

CONTRACTOR PROFILE

B10 Capital is a national full-service specialty tax and strategy firm with offices in Utah, Arizona, Illinois, Texas, and Idaho. Our team is composed of credentialed specialty tax and legal experts with narrow and deep focus in the areas of tax credits, specialty tax deductions, and corporate tax strategy.

CPA firms nationwide in the US trust B10 Capital as their preferred fulfillment partner for specialty tax services like tax credits, tax deductions, and corporate tax strategy. We are trusted by our CPA firm partners because of our focus on in-house expertise, deep specialty focus and skill, and its full-service holistic approach to tax credit calculations, compliance, methodology documentation, review, legal defense, claim documentation, forms, filings, and post-filing support.

B10 Capital Credentialed In-House Executive Management

- Ginger Harris: MBA / Masters of Business Administration Brigham Young University
- Don Steeves: CPA / MAcc Taxation Brigham Young University
- Duncan Glenn: CPA / MAcc Taxation Brigham Young University
- Scott Stratton: Attorney / Juris Doctorate Texas Tech University Law
- Ephraim Olson: Attorney / Juris Doctorate Harvard University Law / LL.M. Taxation New York University

We understand the significance of having in-house leadership, operational fulfillment, and compliance in the accounting and legal disciplines of taxation. Our clients benefit from an in-house team that performs a full-service holistic approach to tax credit calculations, compliance, methodology documentation, review, legal defense, claim documentation, forms, filings, and post-filing support. Our leadership, with a specific emphasis in tax credits, have been operating in that specific, focused discipline for over 10 years.

We have the relevant administrative, management, and financial capabilities as well as the technical skills, qualifications, credentials, and expertise necessary and appropriate to successfully complete the proposed project and meet the objectives of the RFP.

SPECIFIC PROJECT QUALIFICATIONS

In-House Education Credentials: Master of Taxation (MAcc), Juris Doctorate Law Degrees, Masters of Taxation Law Degrees, Masters of Business Administration (MBA)

- Total Client ERC Credits Claimed: Over \$150+m
- Total Signed-Engagement Client ERC Credits in Pipeline: 100+
- Total Signed-Intent Charter Schools: 14

SIMILAR PROJECT HISTORY / CHARTER SCHOOLS

Our ERC client base includes numerous charter schools in various states. As such, B10 is extremely familiar with general charter school operations and we have a deep understanding regarding the common aspects in which charter schools have been impacted by the global pandemic. This enables us to offer a number of unique benefits to this sector, including additional layers of expertise, as well as a highly tailored and streamlined ERC process. As a result, we are able to greatly reduce the burden and contribution required by the schools themselves otherwise needed to navigate the extremely complicated and often confusing ERC qualification and preparation requirements.

Our expertise allows us to be a leading firm in non-revenue ERC qualification and compliance. Many firms avoid claiming ERC credits based on non-revenue qualifiers due to the added expertise, required resources, documentation, analysis, and support required. Our firm specializes in providing the additional expertise, required resources, documentation, analysis, and support required.

REFERENCES

While B10 has many satisfied ERC clients. Unfortunately, due to the sensitive nature of tax services and the strict non-disclosure assurances we provide our clients with, we are only able to provide references when a bilateral agreement is put in place. This can be discussed further if deemed necessary.

PROPOSED PROJECT TIMELINE AND PROCESS

TIMELINE

1. Intake will be reviewed within 2-4 business days.
2. Initial qualification and estimates are typically processed within 10-14 days once documents are received in full.
3. Final review and filing are typically completed within 7 business days of our service agreement being signed.
4. The IRS has stated that it will take 45 days to process ERC filings. Unfortunately, we have not observed this is practical application, instead seeing clients receive their checks in as little as 3 months, with 6-9 months being a more common average.

PROCESS

1. Intake: You will be asked to fill out an intake form to provide some important basic details about your company, as well as an overview of how your business was affected by the pandemic.
2. Discovery call: We will have a 15 to 30 minute call or virtual meeting for the purpose of:
 - a. Covering any questions or clarifications needed to complete your client profile.
 - b. Discuss any client queries or concerns.
 - c. Offer an initial opinion on probable qualification.
 - d. In some cases, we can also provide a rough initial approximation of the possible credit.
3. Document collection: Once your intake is completed you will be sent a document request. In order to properly calculate your ERC estimate, it will be necessary to confidentially collect certain documents through a secure process. These documents and data will be internally reviewed by the B10 team and will primarily include 2020 & 2021 revenue data, payroll reports, 941 filings, payroll-related expenses data, as well as any PPP details.
4. Assessment Process. Once the requested documents are received in full and accurately, our team of experts will then be able to analyze the provided information to ascertain the following:
 - a. If your business or organization officially qualifies by revenue impact, mandate impact, or as a recovery business (having commenced operations after Feb 15, 2020)
 - b. Credit amount estimates by quarter
 - c. If qualifying by non-revenue mandate impact, any further information needed to build your Covid impact statement and support deck.

There may be instances at this stage where we find it necessary to arrange a call or virtual meeting to speak with one of our analysts to provide needed clarifications and/or elaborate on Covid mandate impact details.

5. Analyses results: We will email you our findings, which will include your estimates and any related remarks for your review. You will be asked at this time to arrange a call or meeting time to collectively review our findings and discuss next steps.
6. Service Agreement: Once a decision has been reached to proceed with your filing, you will be provided with our service agreements. This is a standard tax services agreement that verifies your estimate and fee specifications, as well as filing authorizations, balanced protections and standard terms.
7. IRS Audit Support Deck (for non-revenue qualifying clients): B10's services include full audit support for the 5-year period in which the IRS has to review ERC filings. As a premium additional service, we will develop a comprehensive support deck. Our team of experts will take the lead with on developing this with the assistance of the client. This will typically comprise of quarter-by-quarter impact details, corresponding City/State/Federal mandates and an overall

impact narrative. This deck will preemptively be kept on file in the event the IRS chooses to perform an audit.

8. Final audit and filing. Once the agreement is signed, we will advance your file to comprehensive final review. There may be some instances where this final review ends up indicating a final filing amount that differs from the initial estimate. In such cases, this is commonly a result of client preference or data that was initial submitted later being revised.

You will at this time be provided with the final filing amounts, together with IRS filing authorization and 941x amendments for signature. Once signed your filing will be mailed to the IRS for processing to complete the project.