



MEETING OF: February 13, 2018

TITLE: Approval of Request for Proposals (RFP) 18-53-22 Financial and Compliance Audit Services

ITEM #: 3

Information:

Study:

Action: X

PURPOSE:

Approval to Award Request for Proposals (RFP) 18-53-22 Financial and Compliance Audit Services

DESCRIPTION AND JUSTIFICATION:

It is the intention of the District to enter into a contract with a qualified certified public accountant(s) to conduct an annual audit of financial transactions and accounts kept by or for the District and to complete the Uniform System of Financial Records (USFR) Compliance Questionnaire for the year ending June 30, 2018, and with renewals for fiscal years 2019, 2020, 2021, and 2022 . Total contract period with renewals not to exceed five years. Evaluation criteria provided by the Arizona Auditor General were incorporated into the specifications/scope of work.

Request for Proposals 18-53-22 was posted to www.azpurchasing.org TUSD's official bid service. Notice was sent to all 26 vendors in the category of Professional Services – Auditors. Legal Notice was posted two times in the Daily Territorial as required by the AZ Admin Code. TUSD received one bid and six (6) “NO BIDS”.

Contract award is recommended to the following firm for the indicated services:

Clifton Larson Allen

Award recommendation was made by an Evaluation Committee. In accordance with AZ. Administrative Code R7-2-1032 (Only One Bid Received), I have determined that the single bidder is responsible. It has also been determined that the price submitted is fair and reasonable, and that other bidders had reasonable opportunity to respond.

The Executive Summary and Committee Recommendation will be sent separately to the Governing Board as proposal information is confidential until award.

Demetrius Lee, District Internal Auditor, will be present to answer questions regarding the need for this service.

Kevin Startt, Director of Purchasing, will be present to answer questions regarding the procurement process.

BOARD POLICY CONSIDERATIONS:

Board Policy DJ - Purchasing

LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

X _____ District Budget
_____ State/Federal Funds
_____ Other _____
Budget Cost Budget Code
\$645,925 over five 001.100.2510.6350.5011.00000.5011
years

Budget Certification (for use by Office of Financial Services only):

Date 2/2/18
I certify that funds for this expenditure in the amount of \$\$129,185 are available and may be:
X Authorized from current year budget
 Authorized with School Board approval
Code: Fund:
 \$129k per year


INITIATOR(S):

Kevin Startt, Director of Purchasing		2/2/2018
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:

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 [Confidentiality Notice](#)

TUCSON UNIFIED SCHOOL DISTRICT	BOARD AGENDA ITEM CONTINUATION SHEET
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