



MEETING OF: December 10, 2013

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TITLE: Award Request for Proposal (RFP) No. 14-58-19 Financial and Compliance Audit Services

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ITEM #: 14

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Information:

Study:

Action: X

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PURPOSE:

Award Request for Proposal (RFP) 14-58-19 Financial and Compliance Audit Services

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DESCRIPTION AND JUSTIFICATION:

It is the intention of the District to enter into a contract with a qualified Certified Public Accountant or Public Accountant to conduct an annual audit of financial transactions and accounts kept by or for the District, subject to the *Single Audit Act Amendments of 1996* (P.L. 104-156) for the years ending June 30, 2014, June 30, 2015, June 30, 2016, June 30, 2017 and June 30, 2018, and to complete the Uniform System of Financial Records (USFR) Compliance Questionnaire. Evaluation criteria recommended by the Arizona Auditor General were incorporated into the specifications/scope of work.

Award determination was made by an Evaluation Committee. The recommended offerer was determined to have submitted a proposal that is advantageous to the District and the rates offered were determined to be fair and reasonable. The Executive Summary and Committee Recommendation will be sent separately to the Governing Board as proposal information is confidential until award.

The Notice of Request for Proposals was sent to 72 vendors as well as being advertised on the District web site during the solicitation period. Three (3) vendors responded with offers and four (4) no bids were received.

The Superintendent's Goals on Achievement as well as Improved Fiscal Management are supported by this service.

Yousef Awwad, Deputy Superintendent of Operations will be present to answer questions regarding the use of Audit Services.

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

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BOARD POLICY CONSIDERATIONS:

Board Policy DJ - Purchasing

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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
<u>Budget Cost</u>	<u>Budget Code</u>
est. \$433,700 over	
five years	

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

Date \_\_\_\_\_

I certify that funds for this expenditure in the amount of \$ are available and may be:

Authorized from current year budget \_\_\_\_\_


Authorized with School Board approval \_\_\_\_\_

Code:    Fund: \_\_\_\_\_

INITIATOR(S):

Kevin Startt, Director of Purchasing	11/26/13
Name	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<u>ATTACHMENTS:</u>
Click to download
 <a href="#">RFP Confidentiality Statement</a>