

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT
March 17, 2020

Agenda Item: 5.4

Subject: Approval to Negotiate a Professional Services Contract for Independent Audit Services

Background: A Request for Proposal (RFP) 19/20-11 for Independent Audit Services was issued January 15, 2020 to sixteen (16) companies. The RFP included service requests for:

- District Annual Financial and Compliance Audit
- Measure A and B Financial Statement and Performance Audits
- Friends of Chabot College Audit
- Chabot-Las Positas Colleges Foundation Audit and Tax Preparation

A public notice was published and seven (7) companies responded. Following established procurement procedures detailed in the RFP, the three (3) top-ranked firms were interviewed by staff. In addition, the firms invited to interview were required to submit a fee proposal based on a scope of work supplied by the District.

The three firms interviewed, in overall evaluation-ranking-order are as follows:

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|---|-----------|
| 1. Crowe LLP, Sacramento, California | \$288,800 |
| 2. Eide Bailly LLP, San Ramon, California | \$330,200 |
| 3. CLA (CliftonLarsonAllen LLP), Glendora, California | \$276,300 |

Selection of Crowe LLP was based on the strength of the proposal, price competitiveness, and interviews. With Board approval, the District will negotiate a Professional Services Contract with “not to exceed” budget of \$288,800 for a period of three (3) years with an option of one-year extensions for two additional years.

Recommended Action: That the Board of Trustees approve negotiation of a Professional Services Contract for Independent Audit Services with Crowe LLP, Sacramento, CA in an amount not to exceed \$288,800. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute a contract on behalf of the District.

Submitted: Doug Roberts/Date

Approved: Ronald P. Gerhard/Date

_____ APPROVED

_____ DISAPPROVED

_____ TABLED