

Purchasing Division to issue a Request for Proposal (RFP) for audit services and received proposals from four independent Certified Public Accounting firms. The Auditor-Controller enlisted the services of an Evaluation Committee to review the proposals. The Evaluation Committee, consisting of representatives from the County Administrator, Treasurer-Tax Collector-County Clerk, and Health and Social Services, reviewed each proposal independently and applied the defined technical criteria.

The defined technical criteria included comprehensiveness of the audit plan, experience in auditing similar entities and types of audits performed and qualifications of staff, size and structure of the firm. In addition, General Services' Purchasing Division evaluated the cost proposals of each firm and scored the proposals for both cost and technical criteria to determine the total evaluation score. Eide Bailly, LLP, received the highest evaluation score from the Evaluation Committee and is recommended to perform the following audit services of the County:

- Comprehensive Annual Financial Report (CAFR)
- Management Discussion and Analysis
- Required Supplementary Information
- Combining and individual fund statements and schedules
- Schedule of Expenditures and Federal Awards (Single Audit)
- Agreed-Upon Procedures - Gann Appropriations Limit

ALTERNATIVES:

The Board may choose not to award the contract for audit services to Eide Bailly, LLP; however, this is not recommended since Eide Bailly, LLP, is recommended by the Evaluation Committee based on their qualifications and experience serving other governments similar in size to Solano County.

OTHER AGENCY INVOLVEMENT:

The Auditor-Controller's Office worked with General Services and the Evaluation Committee during the RFP process and discussed the recommendation with County Counsel and the County Administrator. All parties agree with the recommendation. County Counsel has also reviewed the contract to ensure it meets all the legal and contractual requirements.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION