

February 28, 2019

19-076

ACCEPT PROPOSAL AND AWARD CONTRACT FOR
AUDIT SERVICES TO EIDE BAILLY

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FINANCIAL
RESPONSIBILITY: Dina Farrell, Interim Associate Vice President, Finance

APPROVED BY: Eric Blumenthal, Interim Vice President, Finance and
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Sylvia Kelley, Executive Vice President
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REPORT: The College has a need, as required by State law (ORS 279 and OAR 125), to contract with a qualified firm to provide and conduct the annual audit of the College's comprehensive annual financial report. The current contract expired and a Request for Proposal (RFP) was issued to select the auditors.

On December 5, 2018, the RFP was advertised in the Daily Journal of Commerce, State of Oregon ORPIN Vendor System and the RFP document was accessible by registering on the PCC Procurement website. A total of seven (7) vendors registered and received copies of the RFP. By the deadline of January 15, 2019 at 2:00 P.M., the College received four (4) proposals. These proposals were reviewed and evaluated by the committee members based on the following criteria: Firm's experience, qualification and references; firm's team members' qualifications; scope of audit, time schedule, cost and overall responsiveness to proposal requirements. Proposals received were from the following firms:

Proposer Names

CliftonLarsonAllen LLP

Eide Bailly LLP

Ken Kuhns
Moss Adams

Note: No MWESB firms submitted proposals

RECOMMENDATION: That the Board of Directors accept the proposal and award the contract to Eide Bailly to provide and conduct the comprehensive annual financial reporting. The contract will cover the three (3) fiscal year audits, commencing on the effective date of the contract. The contract will also have an option for annual renewal for an additional two (2) years, (not to exceed 5 year). The agreed contract amounts are as follows:

Initial contract amount:

Fiscal Year 2019 = \$100,000

Fiscal Year 2020 = \$103,000

Fiscal Year 2021 = \$106,000

Extended contract amount:

Fiscal Year 2022 = \$109,000

Fiscal Year 2023 = \$112,000

Funding will be from the General Fund.