

AGENDA REQUEST



Department Submitting: Finance/Procurement

Department Head Approval (Initials): _____

Contact Person: Roberta Smith

Phone: 575-887-4820

Agenda Date Of: April 21, 2020

Agreement or Resolution #: RFP 20-02 Annual Audit Services

Agenda Item Title: RFP 20-02 Annual Audit Services

Brief Description/Background: RFP 20-02 was solicited on March 16, 2020. Three proposals were received by Carr, Riggs & Ingram, Beasley, Mitchell & Co, and Johnson Miller & Co. Evaluations of the proposals were done by a committee to ensure responsiveness and suitability. The proposals were determined qualified and acceptable, and staff recommends award of RFP 20-02 to Carr, Riggs & Ingram for Annual Audit Services.

Financial Impact (Revenue & Expense): Already Budgeted

1000-100-53735-00000 "Audit Services"
 \$83,750 for FY June 30, 2020
 \$88,195 for FY June 30, 2021
 \$90,175 for FY June 30, 2022

Board Action Requested			
No Action, FYI Only		Make/Pass Motion	X
Approve Resolution		Adopt Ordinance	
Discussion / Direction		Approve and Sign Letter	
Other			
Approve and Sign Agreement		Reviewed By County Attorney	Yes No X
County Manager Approval		Initials:	Date:

**EDDY COUNTY
RFP EVALUATION TOTALS SHEET
RFP # 20-02
ANNUAL AUDIT SERVICES**

FACTOR	TOTAL POSSIBLE POINTS	Carr, Riggs & Ingram, LLC	Johnson Miller & Co.	Beasley, Mitchell & Co., LLP
Organizational Experience	30	30	28.2	23
Program and Implementation Plan	25	23.8	23	16
Organizational References	20	20	15.2	13.6
Peer and/or External Quality Control Review	10	10	9	6.2
Cost	15	12.3	11.5	13.4
Campaign Contribution Disclosure Form	PASS/FAIL	Pass	Pass	Pass
Letter of Transmittal Form	PASS/FAIL	Pass	Pass	Pass
Total Possible Points	100	96.1	86.9	72.2