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Date: February 15, 2017
To: Board of Retirement
From: James Wilbanks, Retirement Administrator
Subject: Independent Auditing Services Request for Proposals (RFP)

As you know, our Independent Auditor, Gallina, LLP, has merged with another accounting and auditing firm and is now known as CliftonLarsonAllen, LLP. Additionally, our contract for independent auditing services ends June 30, 2017. The Board has two options at this point: either negotiate a new contract with the new firm, or issue a request for proposals (RFP).

Given the merger, I recommend the Board of Retirement authorize staff to prepare and issue a RFP for Independent Audit Services. The expected completion date for the project would involve the Board making a final decision on a provider at the May 2017 Board meeting.