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**South Washington County Schools**

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Keith Jacobus, Ph.D., Superintendent

**District Service Center**

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Cottage Grove, MN 55016

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**ADMINISTRATIVE REPORT**

TO: Members of the School Board  
Keith Jacobus, Superintendent

FROM: Dan Pyan, Director of Finance and Operations, 425-6260

DATE: June 13, 2019

TOPIC/PURPOSE OF REPORT: Approve Selection of Audit Firm

REFERENCE TO POLICY/STRATEGIC PLAN: Policy 701

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: June 20, 2019

**REPORT**

School Districts are required to have an audit of its financial statements performed annually. The firm of Malloy, Montague, Karnowski, Radosevich (MMKR) is the District's current audit firm.

Administration felt it would be prudent to ask for proposals for this service.

Requests for proposals were sent to multiple auditing firms and the District received five proposals. The firms and their subsequent scores (rated by the Controller and the Director of Finance) are listed on the file attached to the agenda.

This item will be reviewed by the Citizens Financial Advisory Committee (CFAC) on Monday, June 17, 2019.

The Committee and Administration will bring a recommendation for the selection of the District's audit firm to the Board Meeting.

**EVALUATION SUMMARY: REQUEST FOR PROPOSAL - AUDIT SERVICES**

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		Item B-2	Item B-3	Item B-4	Item B-5	Item B-6	Item B-7	Item B-8	Item B-9	Total Poss						
Max. Points		5	5	10	20	20	15	-	25	100						
Firm	Evaluator	Independent	Licensed in Minnesota	Firm Meets Qualifications	Personnel Meet Qualifications	List of Similar Clients	Audit Approach	Identify Potential Problems	Report Formats	Technical Proposal Total Points	Audit Fees	Audit Fees per Point				
<b>Abdo Eick &amp; Meyers</b>																
	Dan	5	5	10	20	15	15		20	90						
	Kris	5	5	10	20	13	15		18	86						
	<i>Average</i>	5	5	10	20	14	15		19	88	157,750	1,792.61		176	896.31	
<b>BerganKDV</b>																
	Dan	5	5	10	20	17	15		20	92						
	Kris	5	5	10	20	16	15		18	89						
	<i>Average</i>	5	5	10	20	17	15		19	91	158,000	1,745.86		181	872.93	
<b>CLA (CliftonLarsonAllen)</b>																
	Dan	5	5	10	20	18	13		22	93						
	Kris	5	5	10	20	19	14		25	98						
	<i>Average</i>	5	5	10	20	19	14		24	96	148,500	1,554.97		191	777.49	
<b>EideBailly</b>																
	Dan	5	5	10	20	14	12		18	84						
	Kris	5	5	10	20	14	15		18	87						
	<i>Average</i>	5	5	10	20	14	14		18	86	159,100	1,860.82		171	930.41	
<b>MMKR (Malloy, Montague, Karnowski, Radosevich)</b>																
	Dan	5	5	10	20	20	15		24	99						
	Kris	5	5	10	20	20	14		25	99						
	<i>Average</i>	5	5	10	20	20	15		25	99	152,975	1,545.20		198	772.6	
										<i>LOW VALUE</i>	148,500.00	1,545.20				