

FEATHER RIVER AIR QUALITY MANAGEMENT DISTRICT
MEMORANDUM
2/10/2020

TO: FRAQMD BOARD OF DIRECTORS
FROM: Christopher D. Brown AICP, APCO
SUBJECT: Approve RFP selection for the Independent Auditor.

RECOMMENDATION:

Make selection of Independent Auditor as desired.

ALTERNATIVE:

Do not select an Independent Auditor.

BACKGROUND:

At the request of the Board of Directors, on December 6, 2019 the District issued an RFP to 9 agencies to perform the FY 18/19 audit. The proposals were due on January 13, 2020.

The District received two proposals. One from Fechter & Company from Sacramento and one from Smith & Newell from Yuba City.

DISCUSSION:

The RFP stated the following Evaluation Criteria:

- 1) Reputation and experience;
- 2) Capability and availability of staff;
- 3) Proximity of Firm; and
- 4) Cost.

Both proposals are adequate, and both have experience auditing special districts. Both proposals appear capable and can provide availability. The differences are the proximity of the firms and the cost.

The Fechter & Company proposal came in at \$11,000.00 with an option to renew on an annual basis with a 3% increase.

The Smith & Newell proposal came in at \$8,800 with an option to renew on an annual basis with a 3% increase.

FISCAL IMPACT:

The District allocated \$12,500 in the FY 2019/20 budget.