

MEETING DATE: November 8, 2018

TITLE: Selection of Vendor and Authorization to Enter into a Contract for Audit Services

RESOLUTION NUMBER: 18-114

PREPARED BY: Cathy Reynolds

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REVIEWED BY: Administrator Counsel Program Mgr. (Name): _____
 Board Committee Engineer Other:

WORKSHOP ACTION:

<input type="checkbox"/> Advance to Board mtg. Consent Agenda.	<input type="checkbox"/> Advance to Board meeting for discussion prior to action.
<input type="checkbox"/> Refer to a future workshop (date): _____	<input type="checkbox"/> Refer to taskforce or committee (date): _____
<input type="checkbox"/> Return to staff for additional work.	<input type="checkbox"/> No further action requested.
<input checked="" type="checkbox"/> Other (specify): Final Action on November 8, 2018	

PURPOSE or ACTION REQUESTED:

The District is requesting the Board to approve selection of the audit vendor for the 2018 and 2019 audits and authorize the District Administrator to enter into a contract with the selected vendor, subject to counsel review and approval.

PROJECT/PROGRAM COST:

The operations budget for accounting services in 2019 is \$85,000. This includes general accounting services and the conduct of the audit.

PAST BOARD ACTIONS:

The Board authorized the District to solicit proposals for audit services at the September 13, 2018 Board meeting.

SUMMARY:

Pursuant to Minnesota Statute 103B.227 a watershed district is required to solicit interest proposals for legal, professional, or technical consultant services at least every two years. MCWD's audit services are subject to this requirement. Pursuant to resolution 18-088 the District solicited proposals for audit services. The Request for Proposals was posted on the District, State and League of Minnesota Cities websites. In addition notice of the proposal was sent to companies that had expressed an interest in competing for our audit services.

Responses to the Request for Proposals were due on October 26, 2018. The District received responses from six qualified vendors. Reviews of proposals have been completed and staff recommends that the Board select Abdo, Eick & Meyers LLP as the Districts auditor for 2018 and 2019.

Staff further recommends that the Board authorize the District Administrator to enter into a contract with Abdo Eick & Meyers, LLP for the completion of the 2018 and 2019 audits with the review and assistance of legal counsel.

