



Agenda Item Number: 2009-6-9A

BERNALILLO COUNTY BOARD OF COUNTY COMMISSIONERS

Meeting Date: June 9, 2009

Department: Audit Committee Staff Contact: Demesia Padilla, CPA, Chairman

TITLE: Internal Audit Services

ACTION: Motion to:

1. Award RFP #05-09-CS to REDW, LLC to Provide Internal Audit Services to Bernalillo County.
2. Approve Agreement for Internal Audit Services with REDW LLC.

SUMMARY:

A Request for Proposal, RFP #05-09-CS, Internal Audit Services was published on March 17, 2009 with a closing date of April 7, 2009. The Audit Committee requests approval of REDW LLC as the highest ranked firm that responded to RFP #05-09-CS. This RFP is for an internal audit contractor to independently review, evaluate and report on internal control and the effectiveness and efficiency of County departments, agencies, and programs for which the Board has delegated responsibility to the County Manager. The internal audit contractor, independent of County administration, will report to the Audit Committee and the County Commission and/or their designee.

In accordance with NMSA 13-1-117, [Competitive Sealed Proposals, Award], the Selection Advisory Committee, which consisted of Audit Committee members Demesia Padilla, CPA, Maxwell Kagan, CPA, and Paulette Becker, CPA, Esq., recommends that the award be made to the responsive offeror whose proposal is most advantageous to the County based on the evaluation factors set forth in the RFP. Following the review of the proposals, the Committee ranked the five scoring offerors as follows:

1. REDW, LLC
2. KPMG, LLP
3. Grant Thornton, LLP
4. Meyners & Company, LLC
5. Jefferson Wells

ATTACHMENTS:

1. RFP Summary
2. Agreement

FISCAL IMPACT

Funding for the Internal Audit contract is included in the 2nd year of the Biennial Budget in account number 11001- 210101-521010.

STAFF ANALYSIS SUMMARY

COUNTY MANAGER

See summary. I recommend Board approval. TL 5/28/2009

DEPUTY COUNTY MANAGER FOR FINANCE

The independent analysis and feedback provided by internal audits is important for elected officials, management, and department directors. Independent analysis provides direction to departments for improvements in their control systems in addition to assessing current systems and procedures. The knowledge that systems are operating as they should be with adequate, functioning internal controls provides, additional assurance that the County's assets are safeguarded. Dan Mayfield 05/11/09

LEGAL

The Agreement with REDW is approved as to form and legal sufficiency. JSL 5/28/09

FINANCE

Accounting

The purpose of internal audits is to determine whether County resources are used efficiently, prescribed policies and procedures are followed, and the County's objectives are met. Internal audit services will provide independent evaluation and appraisal. Jeff P. Lovato, Accounting Director 5/8/09

Purchasing

Proper purchasing procedures were followed in the solicitation and evaluation of proposals received on behalf of RFP# 05-09-CS. Colin Spencer, Senior Buyer, 05/08/2009

Contracts

A contract control number will be issued for the Agreement between the County & REDW, LLC., upon receipt of a fully executed agreement. Colin Spencer, Senior Buyer, 05/08/2009

Risk Management

The Contractor shall provide a certificate of insurance naming the County as an additional insured with the like kinds and amounts of insurance referenced in Section 28 of the Agreement. David A. Baca, Risk Management Director. 5/15/09