



Department Source: Finance

To: City Council

From: City Manager & Staff

Council Meeting Date: February 3, 2020

Re: Performance/Integrated Audit RFP

Executive Summary

Staff has put together a Request for Proposal (RFP) for a Performance/Integrated Audit, to be released with the Council's approval.

Discussion

The City of Columbia is seeking the professional services of an experienced contractor to conduct a variety of performance (integrated) audit services, on an as-needed basis, in response to request from the City Manager. The audit services could include financial, compliance, investigative, or other performance audits. The initial audit will examine the Budgeting process, Cash Management/Investing, and a review of the policies and procedures of the Finance Department. The audit shall do a risk assessment and evaluation of internal controls, and will entail objective and systematic examination of evidence to provide an independent assessment of the performance and management of a program or function against objective criteria.

The initial audit shall encompass a variety of objectives, including assessing program effectiveness and results, economy and efficiency, and compliance with legal or other requirements. It will also provide information to improve program operations and facilitate decision making by parties with responsibility to oversee or initiate corrective actions, and improve public accountability. Audit work will be summarized in a report with findings, conclusions, and recommendations, and a presentation to the Mayor and Council and/or City Manager may be requested upon completion.

The RFP will be evaluated based on the following criteria:

30 points for the skill, experience and time commitments of the specific persons who will be performing the services requested.

30 points for the auditor's demonstrated understanding of the City of Columbia's requirements and plan for meeting them.

40 points for the prior experience and reputation of the auditor conducting performance (integrated) audits for municipalities or political subdivisions, with emphasis in auditing utility operations.

Fiscal Impact

Short-Term Impact: Up to \$500,000

Long-Term Impact: N/A



Strategic & Comprehensive Plan Impact

[Strategic Plan Impacts:](#)

Primary Impact: Not Applicable, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

[Comprehensive Plan Impacts:](#)

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

Date	Action
N/A	N/A

Suggested Council Action

Should Council agree, direct Staff to proceed with the RFP.