

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager 

DATE: June 12, 2007

SUBJECT: Approve the Renewal of Contract No. KN020689 as a Result of
Competitive Request for Proposals No. 9575 with Gilbert Associates, Inc.
for County-Wide Audit Services in the Maximum Amount of \$136,205.00

ACTION REQUESTED

Approve the renewal of competitive Contract No. KN020689 as a result of competitive Request for Proposals No. 9575 with Gilbert Associates, Inc. of Sacramento for County-wide audit services in the maximum amount of \$136,205.00, and authorize the Purchasing Manager to sign the resulting renewal contract for the fiscal year ending June 30, 2007.

BACKGROUND

On June 13, 2006, your board approved the award of Request for Proposals (RFP) No. 9575 to Gilbert Associates, Inc. to perform annual County-wide audits for the Placer County Auditor-Controller, in accordance with generally accepted auditing standards, for the fiscal years ending June 30, 2006, 2007, and 2008 with optional extensions for fiscal years ending June 30, 2009 and 2010, and authorized the Purchasing Manager to sign the contract for the fiscal year ending June 30, 2006.

Gilbert Associates, Inc. has performed well, and the Auditor-Controller requests that your Board approve the award of a renewal contract, which will run from July 1, 2007 to June 30, 2008 for the audit of County-wide financial statements for the period ending June 30, 2007.

FISCAL IMPACT

Requested contract funding for the audit of FY 2006/07 financial statements totals \$136,205.00. The increase in the contract amount from the FY ending June 30, 2006 contract is a result of \$2500.00 for additional work on the first 5 Children's Commission related to new legislative requirements plus the annual 5% increase in accordance with the contract terms and conditions. The Auditor/Controller's Office has budgeted sufficiently for this routine and necessary expenditure in its FY 2007/08 budget.

cc: Kathy Martinis, Auditor Controller

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