



Board of Education of Cecil County
Elkton, Maryland

Agenda Item Details

Meeting	Feb 21, 2019 - Board of Education of Cecil County Meeting and Budget Hearing
Category	4. New Business
Subject	4.09 RFP# 19-10: External Auditor Services
Type	Action
Recommended Action	Superintendent's Recommendation: I recommend that the Board of Education approve a contract to CohnReznick for External Auditor Services for an annual amount \$49,000.

Requests for Proposals were opened in the Business Services conference room at the G.W. Carver Educational Leadership Center on January 17, 2019, at 2:00 p.m. for RFP# 19-10: External Auditor Services. A Notice to Proposers was posted on the eMaryland Marketplace bidding board on December 21, 2018, with email notifications sent to 431 prospective proposers. Five prospective proposers used by Maryland K-12 school systems were sent a Notice to Proposers by CCPS email.

The intent of this RFP is to establish a contract with a qualified company at a fixed annual price for external auditor services as required by CCPS Board Policies and Regulations, Section D: Fiscal Management, DIE: Selection of Auditor. Systemwide funds of every type and financial statements are examined. Qualifications for these services include Knowledge of audit standards as required by the Public School Laws of Maryland, Section 5-109; Maryland State Board of Education Bylaw 13A.02.07.01; Cognizant Audit Agency Guidelines under OMB Circular A-102; Maryland State Department of Education Single Audit Procedures; and OMB Circular A-133.

Three (3) proposals were received. All proposals were deemed responsive from qualified firms.
CliftonLarsonAllen
CohnReznick
SB & Company

Persons in attendance at the RFP opening were:

1. Sandy Jack - Cecil County Public Schools
2. Daniela Dunlap - Cecil County Public Schools
3. Rick Raulie - Cecil County Public Schools

The submittal documents and scoring data were given to the RFP# 19-10 evaluation committee for individual scoring using the predetermined weighted points. The scoring sheets were returned to the committee facilitator. The highest possible points for each proposal was 100 points with five committee members for 500 point maximum score. The Associate Superintendent of Administrative Services and committee members received the summary totals.

The Business Services department, on behalf of the Associate Superintendent of Administrative Services, per CCPS Policy DIE - Selection of Auditor, recommends the award of an external audit firm to the highest scoring proposer. The initial one-year contract term, has up to four (4) possible one-year contract renewal periods, pending satisfactory performance and other pertinent factors as determined by CCPS. The contracted services will begin in May 2019.

Motion & Voting

Superintendent's Recommendation: I recommend that the Board of Education approve a contract to CohnReznick for External Auditor Services for an annual amount \$49,000.

Motion by James K Fazzino, second by William C Manlove.

Final Resolution: Motion Passed

Aye: James K Fazzino, William H Malesh, William C Manlove, Kayla M Russell, Diana B Hawley, Christie L Stephens