

Carson City Audit Committee Agenda Report

Date Submitted: January 3, 2012 **Agenda Date Requested:** January 10, 2012

To: Audit Committee

From: Michael Bertrand, Chairman

Subject Title: For Possible Action: Approve Chairman Bertrand's recommendation for contract award to Moss-Adams LLP for the Carson City 2011 Internal Audit Function and authorize staff to prepare a Contract and Board Action Form for Board of Supervisors approval.

Summary: Carson City received sealed Statement of Qualifications (S.O.Q.) to perform the City's Audit function on November 18, 2011 at 11:00 a.m. The S.O.Q. was, e-mailed to Certified Public Accountants that performed Municipal Audits, published in the Nevada Appeal and posted on Carson City's website on October 28, 2011. Final firm selection was made by Carson City Board of Supervisors on Thursday, December 15, 2011. Staff and Chairman Bertrand negotiated with the Moss-Adams LLP firm for the 2011 Internal Audit Function scope of work and schedule.

Type of Action Requested: (check one)

Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: () Yes (X) No

Recommended Committee Action: I move approve Chairman Bertrand's recommendation for contract award to Moss-Adams LLP for the Carson City 2011 Internal Audit Function and authorize staff to prepare a Contract and Board Action Form for Board of Supervisors approval.

Explanation for Recommended Committee Action: N/A

Applicable Statute, Code, Policy, Rule or Regulation: Carson City Charter Sec. 3.075.

Fiscal Impact: Up to \$110,000.00 for FY 2011-2012.

Explanation of Impact: Up to \$110,000.00 for FY 2011-2012.

Funding Source: Internal Audit Budget

Alternatives: None

Supporting Material: None

Prepared By: Kim Belt, Purchasing and Contracts Manager

Reviewed By: Mark Blawie Date: 1/14/12

Commission Action Taken:

Motion: _____

Member	Aye/Nay
--------	---------

1) _____	_____
2) _____	_____
3) _____	_____
4) _____	_____
5) _____	_____

(Vote Recorded By)