

Englewood Schools



A Step Ahead

Date: March 15, 2007

To: Jim McCabe, Superintendent

From: Peg LaPlante, Chief Financial Officer

Subject: Recommendation for District Auditor for FY2007 through FY2009

A request for proposal (RFP) was sent to five auditing firms in the metro area on January 23, 2007. We received four bids back, and one firm declined to bid. A review committee made up of Tammy Hohn, Gail Neubert, and me went over the proposals and scored them with half the weight on technical qualifications and half the weight on price. Two of the firms' proposals were priced at more than double our current budget. The committee recommends appointing Swanhorst and Company as the district's auditor for the next three fiscal years. Their price was slightly more than the lowest bid, but the district recognizes the amount of additional hours that would have to be spent by district staff this summer to bring in a new firm. Swanhorst and Company has been the district's auditor for the past six years and has rotated different teams through the district to put a "fresh set of eyes" on the district's financial records. Board policy states that the Board can change auditors at any time.

Please contact me if you have additional questions.