



PERALTA COMMUNITY COLLEGE DISTRICT

Agenda Item Details

Meeting	May 12, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category	8. CONSENT CALENDAR - FINANCE
Subject	8.2 Consider approval to enter into an agreement with CLA (CliftonLarsonAllen, LLP) for independent auditing services for FY 2020 through 2023. Presenter: Vice Chancellor Walter
Type	Action (Consent)
Preferred Date	May 12, 2020
Absolute Date	May 12, 2020
Fiscal Impact	Yes
Dollar Amount	246,800.00
Budgeted	Yes
Budget Source	Fund 01 - General fund
Recommended Action	Consider approval to enter into an agreement with CLA (CliftonLarsonAllen, LLP) for independent auditing services for FY 2020 through 2023. California Code of Regulations, title 5, section 59102 requires that arrangements for annual audits shall be made no later than the May 1 preceding the fiscal year under audit. The State Chancellor’s Office requires this by May 15, 2020:

TO: Peralta Board of Trustees

FROM: Dr. Carla Walter, Vice Chancellor for Finance & Administration

PREPARED BY: Richard Ferreira, Executive Assistant

BACKGROUND/ANALYSIS:

Education Code section 84040, Title 5, section 59102, and the Office of Management and Budget (OMB) Circular A-133 requires that the District conduct an annual audit and that the Board of Trustees review the audit at a public meeting. The District is selecting independent audit services for the annual District audit, Measure B Financial and Performance audit, Measure G Financial and Performance Audit, Measure B Parcel Tax audit, and Measure E Parcel Tax audit for the fiscal years ending June 30, 2020 through June 30, 2023, with the option to renew through June 30, 2025.

The District issued communications to prospective public accounting and auditing firms to respond to the Request for Proposal (RFP 19/20-09). Following standard procurement and bidding procedures, the RFP was released on February 20, 2020, and the bid closed on March 10, 2020. Two (2) firms responded with a proposal. The two (2) firms were CWDL, Certified Public Accountants and CLA (CliftonLarsonAllen, LLP). Each firm was invited to interview and references were requested from each firm. CLA was responsive while CWDL was not responsive for the request for interview and did not provide references. CLA participated in an interview with a panel of PCCD administrators and with favorable reviews of CLA’s services. Reference checks were completed, and they were also favorable of the experience and expertise CLA would bring to PCCD.

As such, the recommendation is to select CLA (CliftonLarsonAllen, LLP) for the independent external auditor.

DELIVERABLES/SCOPE OF WORK:

The following is an outline of the professional fees and Scope of Work:

Professional Services	2019-2020	2020-2021	2021-2022
District Financial Audit	\$190,000	\$195,600	\$201,500
Measure A - Financial and Performance Audit	\$15,000	\$15,450	\$15,900
Measure G - Financial and Performance Audit	\$15,000	\$15,450	\$15,900
Measure B Parcel Tax - ends June 30, 2020	\$6,000		
Measure E Parcel Tax - begins July 1, 2020	\$0	\$6,200	\$6,400

Total	\$226,000	\$232,700	\$239,700
Professional Services	Optional 2021-2022	Optional 2022-2023	
District Financial Audit	\$207,400	\$216,660	
Measure A - Financial and Performance Audit	\$16,400	\$16,900	
Measure G - Financial and Performance Audit	\$16,400	\$16,900	
Measure E Parcel Tax - begins July 1, 2020	\$6,600	\$6,800	
Total	\$246,800	\$254,200	

ANTICIPATED COMPLETION DATE:

The Fiscal Year ends each June 30th, and work to be completed is by December 31st.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval to enter into an agreement with CLA (CliftonLarsonAllen, LLP) for independent auditing services.
The Chancellor recommends approval.

[Independent Auditing Services-PCCD-02-20-20.pdf \(198 KB\)](#)

[RFP 19-20-09 Score Sheets.pdf \(465 KB\)](#)

[Peralta CCD -CLA- Proposal for Audit Services.pdf \(3,135 KB\)](#)

[Peralta CCD CWDL-Proposal FINAL \(electronic\).pdf \(1,264 KB\)](#)

[Cost proposals-CWDL-CLA.PDF \(302 KB\)](#)

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

Motion & Voting

Ratify Monthly Contract Report in accordance with Administrative Policy 6340.

Motion by Bill Withrow, second by Karen Weinstein.

Final Resolution: Motion Carries

Yea: Julina Bonilla, Karen Weinstein, Meredith Brown, Linda Handy, Cindi Napoli-Abella Reiss, Bill Withrow