



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Reviewed by [Signature] Date 1/8/08
General Manager

DATE: January 10, 2008
TO: Board of Directors
FROM: Finance Manager
SUBJECT: Requests for Proposals (RFP) for FY 2007/08 through FY 2009/10 Audits

RECOMMENDATION: That the Board authorize staff to prepare an RFP and solicit proposals from auditing firms for preparation of Annual Audit for Fiscal Years 2007/2008 through 2009/2010.

DISCUSSION

The District is required to conduct an annual audit of its financial reports. For the years FY 2004/05 and FY 2005/06, the District engaged Kasavan & Pope of Salinas and the merged firms of Kasavan & Pope and Bianchi, Lorincz, Huey, Hudson & Co. for FY 2006-07 to conduct the audits. The fee for the last year of the three-year agreement was \$18,800.

The firm selected to conduct the annual audit serves as the *Board of Director's agent* in carrying out the Board's fiduciary responsibility. While the audit firm works closely with District staff, its primary responsibility is to provide the Board with an objective, expert opinion on the adequacy of the financial system, internal controls, and financial reports provided to the Board by staff.

The Government Finance Officers Association (GFOA), which is a professional association of state and local government finance officers in United States and Canada, recommends rotation of the auditing firm on the basis that such practice enhances auditor independence. GFOA also recommends awarding multi-year agreements since this allows for greater continuity and helps reduce audit costs by allowing auditors to recover certain start-up costs over several years rather than in a single year.

Because of the significant change in audit firm and the end of the three-year agreement, staff recommends soliciting proposals for a three-year agreement to ensure competitive pricing and service. The RFP will be sent to audit firms on the attached list.

Following Board authorization staff will solicit and evaluate proposals and make a recommendation at the March Board meeting.

[Signature]
Chuck Rees

Attachment

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

AUDITOR SELECTION RFP DISTRIBUTION LIST JANUARY 2008

1. **Berger Lewis Accountancy Corp**
Mr. Robert Smiley
740 Front St. #365
Santa Cruz, CA 95060
831-423-6500
2. **Bianchi, Kasavan & Pope**
Ms. Kris Nolan
P.O. Box 2137
Hollister, CA 95024
831-638-2111
3. **Blanding, Boyer & Rockwell, LLP**
Mr. Gary Bong
1676 North California Blvd.
Walnut Creek, CA 94596
925-954-0100
4. **Brandon & Tibbs Accountants**
Mr. Pat Marchello
3 Quail Run Cir. #200
Salinas, CA 93907
831-758-4481
5. **Cater & Stiles**
Mr. Jim Stiles
26515 Carmel Rancho Blvd. #2
Carmel, CA 93922
831-625-3374
6. **Donna Mendenhall, CPA**
Ms. Donna Mendenhall
P.O. Box 807
Carmel Valley, CA 93924
831-659-3144
7. **Dunlap Steinbruner & Lubow**
Mr. Bruce Dunlap
100 Clock Tower Pl. #120
Carmel, CA 93923
831-625-5111
8. **Hayashi & Wayland**
Mr. Michael Briley
1188 Padre Dr. Ste. #101
Salinas, CA 93901
831-759-6300
9. **Hutchinson & Bloodgood**
Mr. Michael Machado
17 Aspen Way
Watsonville, CA 95076
831-724-2441
10. **Maze & Associates**
Mr. Timothy J. Krisch
1931 San Miguel Dr., Ste. #100
Walnut Creek, CA 94596
925-930-0902
11. **Moreland & Associates**
Ms. Kathryn Beseau
1201 Dove St., Ste #680
Newport Beach, CA 92660
949-221-0025
12. **Ryan, McDonald & Kincheloe**
Mr. Jonathan Ryan
913 Blanco Cir.
Salinas, CA 93901
831-784-6000
13. **Snyder Accountancy**
Mr. David M. Snyder
123 Capitol St.
Salinas, CA 93901
831-424-1288