



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 20-220

Board Meeting Date: 4/21/2020

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Juan Raigoza, Controller
Subject: Agreement with Macias, Gini & O'Connell, LLP

RECOMMENDATION:

Adopt a resolution authorizing an agreement with Macias, Gini & O'Connell, LLP to provide professional financial audit services for the term of April 22, 2020 through April 21, 2022, with an option to extend the Agreement at the County's election for one year for a total not-to-exceed amount of \$1,141,350.

BACKGROUND:

The County Charter (Article VI Section 603) provides that the Board of Supervisors shall have an annual audit made by a certified public accountant and the auditor shall report on the County's financial transactions and records and the effectiveness of internal controls. In compliance with this requirement, the County has previously contracted with outside professional auditing services to review and report on the County's financial statements. Pursuant to this Board's approval, the County has previously contracted with Macias, Gini & O'Connell, LLP ("Macias") to provide the professional auditing services required under the County Charter. The County's most recent agreement with Macias terminated in accordance with its terms following two one-year extensions as of March 31, 2020.

DISCUSSION:

A Request for Proposals (RFP) for professional audit services was issued in February 2020. The RFP was posted to Public Purchase, an online database of government bid opportunities. As set forth on the attached RFP matrix, the County received three (3) proposals in response to its RFP. The Review Committee reviewed and evaluated the three proposals based on the criteria identified in the RFP and has selected Macias' proposal as best to deliver on the County's expectations for professional audit services in view of their qualifications, experience, and satisfaction of the evaluation criteria.

The term of the recommended Agreement (the "Agreement") is from April 22, 2020, to April 21, 2022, for the fiscal years ending June 30, 2020 and 2021, with an option at the County's election to extend the Agreement by one year to include the fiscal year ending June 30, 2022. The Agreement includes the audit of the County's financial statements, the Single Audit programs, and a stand-alone audit of

the San Mateo Medical Center.

Macias complies with the County's insurance and contract requirements, including equal benefits, non-discrimination and jury duty.

The Agreement and Resolution have been reviewed and approved by County Counsel as to form.

PERFORMANCE MEASURE:

Measure	FY Estimated	FY Projected
Submission of financial statements to the State on time	Yes	Yes
Attain Certificate of Achievement for Excellence in Financial Reporting for the County Comprehensive Annual Financial Report (CAFR)	Yes	Yes

FISCAL IMPACT:

Macias has agreed to perform the services required under the Agreement for an all-inclusive maximum amount not to exceed a total of \$749,650, plus an additional amount not to exceed \$391,000 if the County exercises its option for one additional year, to be allocated by fiscal year as follows:

FY 2019-20: \$369,300

FY 2020-21: \$380,350

FY 2021-22: \$391,700

The Agreement is funded by the General Fund.