



Agenda Memo

Crest Hill, IL

Meeting Date:	March 27, 2023
Submitter:	Lisa Banovetz, Director of Finance / Glen Conklin, Treasurer
Department:	Treasurer's Office
Agenda Item:	<p>Award the external auditing services three-year contract to Wermer Rogers Doran & Ruzon LLC (WRDR), in the amounts listed below:</p> <ul style="list-style-type: none">• Fiscal Year 2023 base price \$39,905; total amount if a Single Audit is needed \$46,935• Fiscal Year 2024 base price \$41,105; total amount if a Single Audit is needed \$48,345• Fiscal Year 2025 base price \$42,340; total amount if a Single Audit is needed \$49,800

Summary:

On March 7, 2022, City Council approved a one-year contract with Wermer Rogers Doran & Ruzon LLC (WRDR) to perform the City's annual audit for the fiscal year ending April 30, 2022. At this meeting, the City stated it intended to distribute a Request for Proposal (RFP) for auditing services during the next fiscal year beginning with the fiscal year ending April 30, 2023.

This RFP process would allow the City to compare various auditing firm's qualifications, prices, and suggestions for improvement for the City's current accounting policies and procedures. The intention was for the City to secure a three to five-year contract for auditing services.

On February 27, 2023, the City sent Requests for Proposals (RFP)s to four (4) external auditing firms. The City had previously received an engagement letter from its current auditor WRDR for these services.

A total of three (3) prequalified auditors submitted proposals and these proposals were received by the due date set of March 17, 2023. The following is a list of the RFPs received:

Results

	2023		2024		2025	
	Base	With Single Audit	Base	With Single Audit	Base	With Single Audit
WRDR	\$39,905.00	\$46,935.00	\$41,105.00	\$48,345.00	\$42,340.00	\$49,800.00
Selden Fox	\$40,000.00	\$47,500.00	\$41,500.00	\$49,500.00	\$43,000.00	\$51,500.00
Sikich	\$53,000.00	\$58,000.00	\$55,650.00	\$60,900.00	\$58,435.00	\$63,950.00

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I have reviewed the proposals and found them to be correct and in order, and the proposals reflect the market pricing as it exists today.

Recommended Council Action: Award the three-year engagement for the City's external auditing services to WRDR. in the amounts listed above. The fee will vary and be dependent on whether or not the City is required to have a Single Audit for the respective Fiscal Year.

Financial Impact:

Funding Source: General Fund and Water Fund

Budgeted Amount: \$46,935

Attachments:

WRDR FY 2023-2025 engagement letter