



AGENDA ITEM SUMMARY FORM

MEETING DATE: October 15, 2025
PREPARED BY: Belen Peña, Director of Finance
DEPARTMENT: Finance

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on awarding a contract for auditing services to CliftonLarsonAllen, LLP for the fiscal year ending September 30, 2025, with an option to renew for a term of four (4) additional one-year terms.

BACKGROUND/SUMMARY:

The City of Manor is seeking to explore new options for audit services. Request for Proposal 2025-40 was advertised in the City's newspaper on August 29th and September 5th, as well as on an electronic platform. The deadline to submit proposals was September 26, 2025. Proposals were reviewed, and tabulation is included. Once approved and awarded to the selected firm, the contract term begins on October 20, 2025.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
FORM 1295 FILED: No
PRESENTATION: Yes
ATTACHMENTS: Yes

- Request for Proposal 2025-40
- Tabulation

STAFF RECOMMENDATION:

The city staff recommends that the City Council approve the audit services contract with CliftonLarsonAllen, LLP for the fiscal year ending September 30, 2025, with an option to renew for a term of four (4) additional one-year terms.
