



Date: May 26, 2026

Honorable Mayor and Council Members:

Author and title: Cindy Peterson, Finance Manager

Title: **Approval of Professional Services Agreement with LSL, LLP to provide professional auditing services**

Jen Callaway, Town Manager

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**Recommended Action:** Authorize the Town Manager to execute a contract with LSL, LLP to provide professional audit services to the Town for \$55,370 per year for three years, \$58,130 for year four, and \$61,040 for year five

**Discussion:** After fifteen (15) years of audit service, the Town’s contract with our auditors expired at the conclusion of the fiscal year (FY) 2024/25 audit that was completed during FY 2025/26. It was determined that the Town would issue a request for proposals (RFP) for professional auditing services to evaluate options for pricing, expertise and services available, in compliance with the Town’s Purchasing Rules. The Town forwarded the RFP to several firms and advertised on the Town’s website. Five (5) proposals were received.

Proposals were reviewed by a group of five staff. The same team interviewed all five responding firms. After the interview process, staff conducted reference checks on the proposed vendor and received good reviews. Based on the proposal review, as well as the interview process and reference checks, staff recommend that the Town contract with LSL, LLP due to their expertise in governmental audits, their staff’s high level of experience, and the depth of their staffing, which Town staff feel will help the Town in achieving its filing deadline goal. This recommendation was unanimous among the entire selection and interview committee.

The fees proposed for the Town’s audit and related reports as well as the Single Audit report, GANN Limit specified procedures analysis, and annual State Controller’s Office Reports (Town’s Financial Transactions, Streets, Transit Operators, and Special District Financial Transactions Reports) is \$55,370 for the first three (3) years and an annual 5% increase in years 2028/29 and 2029/30, for the two optional, one-year extension periods. This fee is 1.32% less than the proposed fee of the prior auditors and is within alignment of the top three (3) candidates, therefore staff feel their rate is competitive.

**Priority:**

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|--|---|--|
| <input type="checkbox"/> Enhanced Communication    | <input type="checkbox"/> Climate and Greenhouse Gas Reduction | <input type="checkbox"/> Housing                 |
| <input type="checkbox"/> Infrastructure Investment | <input type="checkbox"/> Emergency and Wildfire Preparedness  | <input checked="" type="checkbox"/> Core Service |

**Fiscal Impact:** Auditing services to begin auditing fiscal year 2025/2026 is \$55,370 which will be reflected in the FY26/27 budget as the process of auditing begins in the FY26/27 fiscal year. The fee stabilizes for the first three (3) years with an increase of 5% annually if the town pursues 2 additional years.

**Public Communication:** RFP posted on Town’s website April 6, 2026 (9am) through May 4, 2026 (4pm) <https://www.townoftruckee.gov/bids.aspx?bidID=39>

**Attachments:**

Attachment 1 – LSL Best and Final Offer (BAFO)

Attachment 2 – Proposal