



## CITY OF WASHINGTON, ILLINOIS

### City Council Agenda Communication

**Meeting Date:** April 18, 2022

**Prepared By:** Joanie Baxter, Finance Director

**Agenda Item:** Audit Services Proposals

**Explanation:** The audit contract with Phillips Salmi expired effective with the FY20-21 audit and thus Staff distributed Request for Proposals to four area audit firms, as well as included on the City website. Proposals were due by 5:00 p.m., Thursday, April 7<sup>th</sup>. Two proposals were received, one from the incumbent firm and one from a firm in Naperville. Jim and I have received favorable reference comments for Lauterbach & Amen.

Below is a comparison of the proposals:

	FYE 4/30/2022	FYE 4/30/2023	FYE 4/30/2024	FYE 4/30/2025	FYE 4/30/2026
<b>Lauterbach &amp; Amen</b>					
Audit Services	24,900	25,600	26,400	27,200	28,000
Single Audit, if required	3,000	3,100	3,200	3,300	3,400
	27,900	28,700	29,600	30,500	31,400
<b>Phillips Salmi</b>					
Audit Services	29,900	30,500	31,100	31,700	32,300
Single Audit, if required	3,200	3,200	3,200	3,200	3,200
	33,100	33,700	34,300	34,900	35,500

A Single Audit is only required when federal funding exceeds \$750,000; however, I have shown totals above for comparative purposes. The contract for the prior 5-year contract was for a total of \$28,000 each year, including Single Audit. I did receive clarification from Lauterbach and Amen that the annual proposal amounts are not-to-exceed and do include travel expenses.

**Fiscal Impact:** A total of \$35,000 has been included in the proposed FY22-23 Budget.

**Action Requested:** Staff and the Committee of the Whole recommend accepting the proposal of Lauterbach and Amen from Naperville, IL for a 5-year contract for audit services as indicated above.