



	Approved	Denied
Date Action Taken:	6/12/06	
Other:		
Verified by:	<i>W. Miller</i>	

WASILLA CITY COUNCIL ACTION MEMORANDUM

AM No. 06-27

TITLE: AUTHORIZATION OF A THREE-YEAR CONTRACT AND AWARD OF BID FOR FINANCIAL AUDIT SERVICES TO MIKUNDA, COTTRELL AND COMPANY IN AN AMOUNT NOT TO EXCEED \$88,270 BEGINNING JULY 1, 2006 THROUGH JUNE 30, 2009.

Agenda of: June 12, 2006

Date: May 24, 2006

Originator: William A. Miller, Purchasing Officer

Route to:	Department	Signature/Date
	Police Chief Youth Court, Dispatch, Code Compliance	
	Culture and Recreation Services Director Library, Museum, Sports Complex	
X	Public Works & Recreation Facility Maintenance Director	<i>[Signature]</i> 5/24/06
X	Finance, Risk Management & MIS Director Purchasing	<i>[Signature]</i> 5/24/06
X	Deputy Administrator Planning, Economic Development, Human Resources	<i>[Signature]</i> 5/26/06
X	City Clerk	<i>[Signature]</i>

REVIEWED BY MAYOR DIANNE M. KELLER: *Dianne M. Keller*

FISCAL IMPACT: yes \$ 88,270.00 or no Funds Available yes no
 Account name/number: 001-4110-411.30-31 – Accounting & Auditing
 Attachments: Request for Proposal #0611-0-2006/WM
 Proposal Score Sheet

SUMMARY STATEMENT: In accordance with WCM 5.08.120, on April 5, 2006, the City of Wasilla issued Request for Proposal 0611-0-2006/WM for financial audit services. In 2004, the city spent \$24,995 for audit services and \$30,949 was expended in 2005.

Proposals were received from two firms: Mikunda, Cottrell & Company and Altman, Rogers & Company. Following a thorough review of the two proposals to ensure each was responsive and responsible, a committee of three scorers (Deputy Director of Finance, City Clerk and the Purchasing/Contract Officer) scored the proposals. Based upon firm experience, fee structure, experience of the primary auditor assigned to the City, methodology/approach, communication and response from five references,

Mikunda, Cottrell and Company scored the highest with 273 total points. Altman, Rogers and Company scored 207 points. The primary reason for the difference in the scores was the fact that Altman, Rogers and Company had no references submitted on their behalf which, while not a requirement of the RFP, was a significant scoring factor as outlined on pages 19 and 20 of the RFP.

The Mikunda, Cottrell and Co., proposal price of \$28,000 for FY2006, \$29,400 for FY2007 and \$30,870 for FY2008 versus the FY2005 audit cost of \$30,949 will save the taxpayer more than \$4,577 over the term of the three-year contract.

ACTION: Council is requested to authorize the award of a three-year contract for financial audit services to Mikunda, Cottrell & Company. The contract will be effective July 1, 2006 and is not to exceed \$88,270 for the term of the three year contract. The continuation of the new Contract beyond the current fiscal year is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the Wasilla City Council. The City may terminate this Contract, and Mikunda, Cottrell and Company waives any and all claim(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the funding from City, State, and/or federal sources is not appropriated or is withdrawn, limited, or impaired.