

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 6/14/2022

**Report Date:** 06/06/2022

**Report No:** 9.

**Submitted By:** Evelyn Huff

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**Subject:** Consider, and act upon, approving the award of RFP 2022-010 Auditing Services to Carr, Riggs and Ingram. *(Evelyn Huff, Finance Director)*

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:** Approve award of RFP

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**Background:** RFP 2022-010 was advertised May 13, 2022 and proposals were due May 31, 2022. The completed evaluation form is attached.

New Mexico State Auditor's Office												
Audit Contract Proposal Evaluation Form Detail												
		Carr Riggs & Ingram					Pattillo, Brown & Hill					
		1	2	3	4	5	1	2	3	4	5	
Evaluation Criteria	Max Pts											
<b>Section I: Capability of IPA Firm</b>												
Resources of IPA to preform audit	100	90	100	99	75	85	80	90	98	80	80	
Results of most recent external quality review	50	50	50	50	50	50	50	50	50	50	50	
Organization and completeness of proposal or bid.	150	140	140	150	100	140	130	125	125	125	130	
<b>Section II: Work Requirements &amp; Audit Approach</b>												
IPA's knowledge of agency's need and product	125	125	125	125	120	115	120	100	125	120	100	
Soundness of technical plan and estimates for completion	125	120	125	125	100	115	110	125	120	100	115	
plans for using agency staff	50	45	50	50	40	45	40	40	50	45	40	
Plans for subsequent years approach and word effort	50	45	50	50	45	45	40	40	50	45	40	
<b>Section III: Technical Expertise</b>												
Governmental audit experience and specialization	150	140	150	150	150	135	130	150	150	150	125	
Continuing professional education	50	50	50	50	45	45	50	50	50	45	40	
References	50	50	50	50	45	35	50	50	48	45	35	
<b>Cost Evaluation Score</b>	<b>100</b>	100	100	100	100	100	82	82	82	82	82	
<b>Totals</b>	<b>1000</b>	955	990	999	870	910	882	902	948	887	837	
		<b>4724</b>					<b>4456</b>					
<b>Total with Preferences Applied</b>		<b>5196.4</b>					<b>4678.8</b>					
		<b>Local Preference</b>					<b>State Resident Preference</b>					