

**RESOLUTION NO. 118-08**

A RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND, CALIFORNIA, AUTHORIZING THE POOL OF PERFORMANCE AUDITORS TO CONDUCT INTERNAL AUDITS OF CITY DEPARTMENTS FOR AN AMOUNT NOT TO EXCEED \$150,000 PER AUDITOR FOR A ONE YEAR TERM OCTOBER 2008 THROUGH SEPTEMBER 2009 WITH AN OPTION ONE YEAR TERM FROM OCTOBER 2009 THROUGH SEPTEMBER 2010 FOR AN AMOUNT NOT TO EXCEED \$150,000.

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WHEREAS, the City of Richmond is required to maintain and periodically update the List of Authorized Internal Auditors for the purpose of conducting performance audits of City departments as directed by the City Council; and

WHEREAS, during the past two years, the City has effectively utilized professional services for independent reviews of City operations as part of its ongoing internal audit program; and

WHEREAS, the Fiscal Year 2008/09 Operating Budget includes funding for at least three audits, with the adopted standard: "To complete at least three management audits of various City operations per year."; and

WHEREAS, in August 2008 the City issued a Request for Proposals for Internal Auditors through the City's BidsOnline system; and

WHEREAS, fifty-six firms received the Request for Proposal, of which four presented proposals; and

WHEREAS, the four proposals the City received were reviewed by a panel consisting of Finance Director James Goins, Senior Accountant Belinda Mitchell and Debt Analyst Susan Segovia; and

WHEREAS, in evaluating proposals, the panel considered (1) the qualifications of the identified project manager and project team; (2) the relevant experience and strengths of each firm; and (3) overall pricing; and

WHEREAS, all four proposals were unanimously recommended for inclusion in the Pool by the panel finding that all have the expertise to perform the work required; and

WHEREAS, the four auditors selected are:

- Macias Consulting Group
- Kevin W. Harper, CPA & Associates
- Matrix Consulting Group
- MGT of America, Inc.; and

WHEREAS, each contract with an approved auditor would be for an amount not-to-exceed \$150,000 over the one year term from October 2008 through September 2009; and

WHEREAS, each contract with the auditor will also have an option one year for an amount not to exceed \$150,000 over the option year term of October 2009 through September 2010; and

WHEREAS, the Finance Department will manage the contracts.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Richmond, California, hereby approves the aforementioned list of Internal Auditors for the Fiscal Year 2008/09 for the purpose of conducting performance audits of City departments as directed by the City Council and authorize that the contracts be executed with each internal auditor for an amount not to exceed \$150,000 per auditor for the contract term of October 2008 through September 2009.

BE IT FURTHER RESOLVED, that the City Council of the City of Richmond also authorizes that each contract with an internal auditor include an option year for an amount not to exceed \$150,000 over the option year term of October 2009 through September 2010.

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I certify that the foregoing resolution was passed and adopted by the City Council of the City of Richmond at a regular meeting thereof, held on the 28th day of October, 2008, by the following vote:

AYES:	Councilmembers Bates, Butt, Lopez, Marquez, Rogers, Sandhu, Thurmond, Viramontes, and Mayor McLaughlin
NOES:	None
ABSTENTIONS:	None
ABSENT:	None

DIANE HOLMES  
Clerk of the City of Richmond

(SEAL)

Approved:

GAYLE McLAUGHLIN  
Mayor

Approved as to form:

RANDY RIDDLE  
City Attorney

State of California	}
County of Contra Costa	: ss.
City of Richmond	}

I certify that the foregoing is a true copy of Resolution No. 118-08, finally passed and adopted by the Council of the City of Richmond at a meeting held on October 21, 2008.