



# PORTLAND PUBLIC SCHOOLS

## OFFICE OF FINANCE

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**Date:** February 25, 2020  
**To:** School Board  
**From:** Cynthia Le, Chief Financial Officer *cre*  
**Subject:** Financial Audit Services Contract Extension

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### **BACKGROUND**

Talbot, Korvola & Warwick, LLP (TKW), in response to a 2013 Request for Proposals (No 2013-1607) for Financial Auditing Services submitted the highest scoring proposal among other audit firms, and was awarded a contract from April 1, 2013 to March 31, 2020 with Portland Public Schools (PPS).

### **RELATED POLICIES/BEST PRACTICES/ ANALYSIS OF SITUATION**

As part of the district's commitment to be responsible stewards of taxpayer resources, we regularly review service contracts and open them for public bidding when feasible. On March 31, 2020, our contract with TKW for independent final audit services contract is one of those relationships up for review.

Extending the audit services contract with TKW will provide reliable institutional knowledge to streamline the audit workflow process by utilizing the effective working relationships TKW established with the Accounting department. TKW specializes in school districts and other governmental entities. Combining industry and PPS specific knowledge creates greater assurance towards receiving a completed audit in a timely manner.

The firm has been our auditor for seven years. We value the firm's adherence to professional standards and dedication to customer service. We do not have specific complaints to offer about their performance, and we would like the Board to authorize the extension of this contract for another three years, through March 31, 2023.

### **FISCAL IMPACT**

3% annual increase

FY 19-20	\$240,700
FY 20-21	\$247,900
FY 21-22	<u>\$255,300</u>
Total	\$743,900

**COMMUNITY ENGAGEMENT (IF APPLICABLE)**

N/A

**TIMELINE FOR IMPLEMENTATION / EVALUATION**

From 4/1/2020 through 3/31/2023.

**CONNECTION TO BOARD GOALS**

**STAFF RECOMMENDATION**

Staff recommends the Board of Education approving the resolution authorizing the extension of the audit services contract for another three years, through March 31, 2023.

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*As a member of the PPS Executive Leadership Team, I have reviewed this staff report.*

CA (Initials)

**ATTACHMENT**

- A. Resolution Authorizing Extension of Audit Services Contract