ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
MARCH 3, 2016

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK AND STATE OF ILLINOIS

EXTERNAL AUDIT SERVICES
RSM US LLP
OFFICE OF FINANCE
DISTRICT WIDE

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute a professional services agreement with RSM US LLP (formerly McGladrey LLP) to provide External Audit Services for the period from March 3, 2016 through December 31, 2019, at a total cost not to exceed $2,030,000.

VENDOR: RSM US LLP
One South Wacker Drive, Suite 800
Chicago, Illinois 60606

USER: District Wide

TERM:
The original term of the agreement shall commence on March 3, 2016 and will expire on December 31, 2019.

SCOPE OF SERVICES:

BENEFIT TO CITY COLLEGES OF CHICAGO:
RSM US LLP has audited the District’s financial statements for the fiscal years ended June 30, 2013, June 30, 2014, and June 30, 2015. RSM US has significant Illinois Community College audit experience, with eight current community college clients and extensive knowledge of ICCB requirements. The CCC engagement will be staffed by senior auditors with extensive experience working with the firm’s other Illinois community college clients. The proposed work plan provides for an October 15th completion for all required reports and management letters, which was the completion dates of the last three CCC audits.
**VENDOR SELECTION CRITERIA:**
Specifications were prepared by District Procurement Staff and a Request for Proposal (RFP) #KP1502 was publicly advertised on December 1, 2015. Sixty three (63) companies were contacted. Thirteen (13) vendors attended the pre-submittal conference on December 8, 2015. Five (5) vendors responded to the RFP on December 21, 2015: 1) Baker Tilly Virchow Krause, LLP; 2) Clifton Larson Allen LLP; 3) Deloitte & Touche LLP; 4) Grant Thornton LLP; and 5) RSM US LLP.

All qualifications were reviewed, evaluated and ranked by an evaluation team that included staff from the Office of Finance, the Office of Internal Audit, the Office of Administrative and Procurement Services, and the Office of Business Services at Daley College.

The evaluation criteria included:

1. Overall capabilities of the firm
2. Proposed staff qualifications and experiences and size
3. Proposed plan of action for the execution of the requested scope of services
4. Past experience with similar services for educational institutions or government agencies
5. Firm’s PSA Affirmative Statement
6. Financial Information
7. Peer Review Report
8. M/WBE Compliance plan
9. Fees in relation to the Scope of Services

Based on the initial scoring of written proposals, the evaluation team recommended the following two firms be invited to make oral presentations:

1. Deloitte & Touche LLP
2. RSM US LLP

Based on the evaluations of each firm’s written and oral presentations, the proposed hours and fee structure, the evaluation team recommends acceptance of the proposal from RSM US LLP to provide External Auditing Services for the District.

**MBE/WBE COMPLIANCE:**
The Office of Contract Compliance has reviewed the proposed agreement and has determined the vendor is compliance with the Board Approved Participation Plan:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>MBE or WBE</th>
<th>% Participation</th>
<th>Certifying Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benford Brown &amp; Associates, LLC 8334 S. Stony Island Chicago, IL 60617</td>
<td>WBE</td>
<td>7%</td>
<td>Direct</td>
</tr>
<tr>
<td>Prado &amp; Renteria Certified Public Accountants 1837 S. Michigan Ave. Chicago, IL 60616</td>
<td>MBE</td>
<td>25</td>
<td>Direct</td>
</tr>
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GENERAL CONDITIONS:
Inspector General – It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General’s authority under Article II, Section 2.7.4(b) of the Board Bylaws.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board’s Ethics Policy adopted January 7, 1993, and as amended by the Board.

Contingent Liability – Pursuant to Section 7-14 of the Illinois Public Community Act all agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year.

FINANCIAL:
Total FY16 – FY20: $2,030,000
Charge To: Office of Finance
Source of Funds: Audit Fund
FY16: 530000-04001-0010105-80000

Respectfully submitted,

Cheryl L. Hyman
Chancellor

March 3, 2016 – Office of Finance