

**CITY OF ALBANY
CITY COUNCIL AGENDA
STAFF REPORT**

Agenda Date: January 22, 2008

Reviewed by: *BP*

SUBJECT: Solicitation of Auditors

REPORT BY: Beth Pollard, City Administrator
Charlie Adams, Finance and Administrative Services Director

STAFF RECOMMENDATION

That Council authorize staff to solicit proposals from Certified Public Accounting firms to serve as independent auditors for the City of Albany, the Albany Municipal Services Joint Powers Authority, Albany Community Reinvestment Agency, and the City of Albany Police and Fire Relief Pension Fund for fiscal years ending June 30, 2008 through June 30, 2013.

BACKGROUND

The five-year contract for audit services with Odenberg, Ullakko, Muranishi & Co. LLP concluded with completion of audits for the fiscal year ended June 30, 2007. It has been the City's policy to rotate auditors every five years. Odenberg, Ullakko, Muranishi & Co. LLP made their final report to the City Council on December 3, 2007.

DISCUSSION

Requests for proposal will be distributed all CPA know to perform municipal audits in the bay area and to all firms that have requested that they be invited to submit proposals. Finance Department personnel will evaluate the proposals, and the three to seven firms found most qualified will be invited to make an oral presentation to a panel of senior managers. The review panel will recommend to the City Council appointment of the firm most qualified to provide services to the City of Albany.

FINANCIAL IMPACT

There is no financial impact from solicitation of auditors other than staff time.