

PUBLIC NOTICE

**Auditor for Amite River Basin Drainage & Water Conservation District (ARBC) Financial Statements**

ARBC, authorized by (Resolution to Advertise) Resolution No. 1170, is hereby requesting proposals from persons or firms interested in serving as the auditor for ARBC for fiscal years ending June 30, 2023, June 30 2024 and June 30, 2025.

DEADLINE FOR SUBMISSIONS: 3:30 p.m. June 30, 2023.

That ARBC is hereby authorized to advertise for statements of qualifications including fee schedules from CPA firms interested in serving as auditor(s) for ARBC, and to perform an annual audit of the basic financial statements in accordance with generally accepted auditing standards adopted by the American Institute of Certified Public Accountants; Government Auditing Standards, issued by the Comptroller General of the United States; the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards when applicable; the provisions of Louisiana Revised Statute 24:513; and the provisions of the Louisiana Governmental Audit Guide, published jointly by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor for the years ending June 30, 2023, 2024 and 2025. The performance of annual audits shall include performing any required Statewide Agreed Upon Procedures issued by the Office of the Legislative Auditor (LLA), State of Louisiana as well as any Agreed Upon Procedures required for compliance with any Federal Programs awarded to ARBC for the years ending June 30, 2022, 2023 and 2024. The selected firm must be on the Legislative Auditors List of Approved CPAs.

**PERTINANT INFORMATION ABOUT THE DISTRICT can be found on the ARBC website**

**[www.amitebasin.org](http://www.amitebasin.org)**:

- Composition of the Board
- Executive director
- Accounting staff or resources at the current time is David Shoptaugh, CPA. The prior auditor was John McKowen who has retired from the practice.

To be considered, a person or firm submitting a proposal must have at least one (1) firm representative who has at least five (5) years of experience in providing audit services to government entities.

The following criteria shall be used to evaluate the Statements of Qualification the firms/individuals submit:

A. Professional training and experience both generally and in relation to the type and magnitude of work required for the particular project; (25 points).

B. Capacity for timely completion of the work, taking into consideration the person's or firm's current and projected workload and professional and support manpower; (15 points). The size of the firm based on the number of personnel, as related to the project requirements and/or scope; (10 points).

C. Past and current accomplishments, for which references from clients or former clients and information gathered by inspection of current or recent projects may be considered; (10 points).

D. The nature, quantity and value of ARBC work previously performed and presently being performed by the person and/or firm submitting;(10 points).

E. In the past ten years, provide information concerning past performance by the person or firm on public contracts, including any problems with time delays, cost overruns, and/or design inadequacies in prior projects for which said person or firm was held to be at fault; (10 points).

F. In the past ten years, an analysis of any work by the person or firm submitting which resulted in litigation between the public entity and the person or firm performing professional services, including but not limited to ongoing litigation with a public entity or involvement in litigation with a public entity in which the public entity prevailed; (10 points).

G. Proposed fee schedule. Fee schedule should be presented such that the fees for the Audit of ARBC for the three-year contract term. (10 points).

Submissions will only be accepted electronically directed to Toni Guitrau, Executive Secretary [tguitrau@amitebasin.org](mailto:tguitrau@amitebasin.org)

No submittal will be accepted after the deadline.

Disputes/protests relating to the decision by the evaluation committee and Commission shall be brought before the 19<sup>th</sup> Judicial District Court.