



Date: October 18, 2021  
Current Meeting: October 21, 2021  
Board Meeting: October 28, 2021

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President/CEO Inez P. Evans  
**FROM:** Deputy Director of Governance & Audit Brian Atkinson  
**SUBJECT:** Consideration and approval of RFP 21-05-404 Independent Audit Services

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**ACTION ITEM A – 12**

**RECOMMENDATION:**

Authorize the President/CEO to enter contract negotiations with BKD (CPAs & ADVISORS) and upon successful negotiations, enter a contract that will allow BKD (CPAs & ADVISORS) to supply Independent Audit Service for a term of three years with two, one-year options for an amount not to exceed \$331,000.

**BACKGROUND:**

The audits are to be conducted in accordance with generally accepted auditing standards. Generally accepted accounting standards include all of the following; standards set forth for financial audits in the U. S. General Accounting Office’s (GAO) Government Audit Standards, the Single Audit Act Amendments of 1996, the Uniform Guidance 2 CFR 200 subpart F, applicable laws of the State of Indiana including State Examiner Director 2015-2 and any future audit conventions, audit procedures, or audit pronouncements from or by any state or federal agency, entity establishing generally accepted auditing standards, or statute from a government entity or regulation from a grantor agency or other authoritative entity concerning audits of funds or programs operated, administered or managed by IPTC.

**DISCUSSION:**

On August 2, 2021 IPTC released RFP 21-05-404 Independent Audit Services published with a posting on the IPTC website and an email blast registered IPTC Vendors. Advertisements were placed in The Indianapolis Star, Indianapolis Court and Commercial Record, LaVoz de Indiana and Mass Transit Magazine running August 2 – August 16, 2021.

On August 11, 2021 IPTC held a pre-proposal meeting via Zoom.

On August 18, 2021 IPTC received written questions regarding RFP 21-05-404 Independent Audit Services.

On August 25, 2021 IPTC issued an addendum answering written questions received and providing clarification.

On September 10, 2021 IPTC received four (4) proposals in response to RFP 21-05-404 Independent Audit Services; KSM (KATZ SAPPER & MILLER), BKD (CPAs & ADVISORS), Bakertilly and Cherry Bekaert which were found to be responsive and responsible.

On September 28, 2021 the evaluation committee scored proposals.

The evaluation team selected BKD as the best firm to provide Independent Audit Services to IPTC. BKD was found to meet all qualifications and has extensive audit experience with municipal corporations as well as state, municipal and

county governments. In addition to government experience, BKD has more than 30 years of knowledge and experience working with FTA rules and regulations, as well as reporting to the National Transit Database.

**ALTERNATIVES:**

To not issue the award for Independent Audit Services would be a violation of Indiana State Board of Accounts regulations.

**FISCAL IMPACT:**

Independent Audit Service is funded from the operating Budget.

First Year Audit 2020	\$64,500.00
Second Year Audit 2021	\$64,500.00
Third Year Audit 2022	\$64,500.00
Option 1 Audit 2023	\$67,750.00
Option 2 Audit 2024	\$69,750.00
<b>Total Five Years with all Options</b>	<b>\$331,000.00</b>

**DBE/XBE DECLARATION:**

BKD has committed to utilizing Thomas & Reed, LLC (MBE) and Moore Accounting (MBE/WBE) at 27% of the total contract.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Finance Committee on September 21, 2021.