



STAFF REPORT TO COUNCIL

Report No: TR2021-23

July 8, 2021

From: Kimberley Goyette – Director of Finance/Treasurer

RE: Award of RFP for Municipal Audit Services 2021-2024

Recommended Motion:

THAT Council of the Township of North Glengarry awards the Request for Proposal for Municipal Audit Services 2021-2024 to Welch LLP.

Background / Analysis:

The previous external audit proposal expired for audit services for the year 2020. A new Request for Proposal (RFP) was advertised in June with a closing date of June 30, 2021. This was for external audit services for the years 2021 to 2024.

Two submissions were received. One from Welch LLP and the other from KPMG. The RFPs were scored by the Treasurer and Deputy Treasurer and the results were as follows:

	Welch LLP	KPMG
Scorer 1	88.75	51.25
Scorer 2	75	45
Average	81.88	48.13

The difference was basically in the pricing which was weighted at 35% and only two bidders providing submissions.

Alternatives:

1. Approve the recommended RFP for external audit services
2. Provide a different recommendation for external audit services

Financial Implications:

The difference in pricing is noted as follows:

	2021	2022	2023	2024
Welch LLP	\$ 23,000	\$ 23,250	\$ 23,500	\$ 23,750
KPMG	\$ 29,500	\$ 30,100	\$ 30,700	\$ 31,300

Pricing is based on the audit, preparation of financial statements and preparation of the Financial Information Return (FIR). KPMG added additional fees for the verification of the Federal Gas Tax which was taken off the total fee in order to make both RFPs comparable.

Attachments & Relevant Legislation:**Others Consulted:**

Deputy Treasurer
CAO/Clerk

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk