



**DC Ranch Association  
Board Report 1-4-2021 #6**

**Subject Matter: Three-Year Audit and Tax Services Contract**

**Background:** A Request for Proposal was sent to six (6) audit firms on November 4, 2020. The RFP was for audit and tax services for 2020-2022 for Council, Ranch, and Covenant (tax only). Four (4) firms responded with comprehensive proposals. Three members from the Council and Association Finance Committees participated in the evaluation of the proposals and the recommendation for final selection.

The Committee reviewed the proposals, as well as a summary of the results that included price, staff retention, years in business, and experience in the NFP and HOA arena(s). The Committee met with the Director of Financial Operations and other members of management on December 3, 2020, to discuss which firms would be invited for interviews (via Zoom). Two of the larger audit firms were priced significantly higher than the other two.

Firm Name	FYE 2020						
	F/S Audit Fee		Tax Return Fee			Other Fees	Total Fees
	Council	Ranch	Council	Ranch	Covenant		
Butler Hansen, PLC	\$ 11,950	\$ 13,750	\$ 1,500	\$ 2,500	\$ 300	\$ -	\$ 30,000
Eide Bailly	19,000	25,000	4,500	3,900	1,300	-	53,700
Mansperger, Patterson & McMullin, PLC	8,875	17,000	2,500	2,500	250	-	31,125
Moss Adams	21,500	24,000	3,800	3,200	1,000	2,675	56,175


FYE 2019 audit fees:	Council	Ranch	Covenant	Total
F/S Audit Fee	\$ 11,950	\$ 13,750	\$ -	\$ 25,700
Form 990 Fee	1,500	2,500	300	4,300
<b>Total</b>	<b>\$ 13,450</b>	<b>\$ 16,250</b>	<b>\$ 300</b>	<b>\$ 30,000</b>

Since all firms were deemed qualified, only the two firms within the current pricing range were included in the next step of the process – Butler Hansen (current firm) and Mansperger, Patterson & McMullin. Interviews took place via Zoom the first week in December, where both firms presented information on their firm and services, with time at the end for discussion and questions.

After the final interview, the Committee discussed various factors for final selection. While both firms were qualified and can meet the needs of the organizations and community, a value was put on hiring a new firm with a fresh perspective on the financials, controls, and processes. Therefore, Mansperger, Patterson & McMullin is recommended as the audit firm for 2020-2022 for Council, Ranch, and Covenant.

I was informed on December 17, that Community Council's Board, by written consent, accepted and approved the forgoing recommendation.

**Recommendation:** Approve a three-year agreement for audit and tax services with Mansperger, Patterson & McMullin.



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Darren Shaw, Executive Director