



# 25-012RFQ - EXTERNAL AUDIT SERVICES

## Project Overview

Project Details	
Reference ID	25-012RFQ
Project Name	EXTERNAL AUDIT SERVICES
Project Owner	Chrissie Bryant
Project Type	RFSQ
Department	Finance
Budget	\$0.00 - \$0.00
Project Description	Manor Independent School District ("MISD") is soliciting qualifications from qualified independent certified public accounting firms to provide external audit services in relation to the District's annual financial and compliance audit (and related reporting). All responses are to be uploaded to Bonfire only (no hard copies accepted) and addressed to: MANOR INDEPENDENT SCHOOL DISTRICT Chrissie Bryant, Purchasing Coordinator Manor Independent School District 10335 US Hwy 290E Manor, TX 78653 E-Mail: Purchasing@manorisd.net
Open Date	Feb 21, 2025 7:00 PM CST
Close Date	Mar 27, 2025 2:00 PM CDT

Highest Scoring Supplier	Score
Pattillo, Brown & Hill, L.L.P.	88.13 pts



## Seal status

Requested Information	Unsealed on	Unsealed by
Required Forms	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
1.1 General Firm Information (Cover Letter, Statement of Interest, Profile, etc.)	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
1.2 Proof of Professional Liability Insurance	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
1.3 Organization Chart and Engagement Personnel	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
1.4 Technical Competence and Qualifications	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
1.5 Firm's Overall Financial Condition and Stability	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
2.1 Firm's Comparable Governmental Experience	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
2.2 Firm's Overall Experience	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
2.3 Claims and/or disputes for the last seven (7) years	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
3.1 Executive Summary	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
3.2 Overall project approach(quality assurance/meeting deadlines/within budget)	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
3.3 Policies on Dispute Resolution, Response Time, and Project Support	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant



3.4 Collaboration and Communication Approach	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
3.5 Firm's Added Value to MISD	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
4.1 Exhibit B: Items 1 to 13	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
2.4 Proposed Audit Team	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
3.6 Statement of Independence	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant
External Audit Services (BT-29ID)	Mar 27, 2025 3:10 PM CDT	Chrissie Bryant



## Project Criteria

Criteria	Points	Description
Required Forms	Pass/Fail	Are all required forms present and completed correctly?
<b>A - Introduction &amp; Qualifications</b>	<b>25 pts</b>	
A-1 - General Firm Information (Cover Letter, Statement of Interest, Profile, etc.)	5 pts	Does the Firm provide Information such as - Cover Letter, Statement of Interest, Profile, etc.?
A-2 - Proof of Professional Liability Insurance	5 pts	Proof of Professional Liability Insurance
A-3 - Organization Chart and Engagement Personnel	5 pts	Is the Organization Chart and Engagement Personnel attached?
A-4 - Technical Competence and Qualifications	5 pts	Technical Competence and Qualifications
A-5 - Firm's Overall Financial Condition and Stability	5 pts	Firm's Overall Financial Condition and Stability
<b>B - Engagement Experience</b>	<b>25 pts</b>	



B-1 - Firm's School District Experience	10 pts	Firm's Comparable School District Experience
B-2 - Firm's Overall Governmental Experience	5 pts	Firm's Overall Governmental Experience
B-3 - Claims and/or disputes for the last seven (7) years	5 pts	Claims and/or disputes for the last seven (7) years
B-4 - Proposed Audit Team	5 pts	Describe proposed audit team
<b>C - Engagement Approach</b>	<b>22 pts</b>	
C-1 - Executive Summary	3 pts	Executive Summary
C-2 - Overall project approach (quality assurance/meeting deadlines/within budget)	10 pts	Overall project approach (quality assurance/meeting deadlines/within budget)
C-3 - Policies on Dispute Resolution, Response Time, Project Support	3 pts	Policies on Dispute Resolution, Response Time, Project Support
C-4 - Collaboration and Internal and External Communications	2 pts	Collaboration and Internal and External Communications
C-5 - Firm's Added Value to MISD	2 pts	Firm's Added Value to MISD



C-6 - Firm's Statement of Independence	2 pts	Independence
<b>D - Client References</b>	<b>13 pts</b>	
D-1 - Client References	13 pts	Client References
<b>E - Fees and Costs</b>	<b>15 pts</b>	
E-1 - Overall Pricing	15 pts	Overall Pricing
<b>Total</b>	<b>100 pts</b>	



## Scoring Summary

### Active Submissions

	Total	Required Forms	A - Introduction & Qualifications	A-1 - General Firm Information (Cover Letter, Statement of Interest, Profile, etc.)	A-2 - Proof of Professional Liability Insurance
Supplier	/ 100 pts	Pass/Fail	/ 25 pts	/ 5 pts	/ 5 pts
Pattillo, Brown & Hill, L.L.P.	88.13 pts	Pass	19.5 pts	4.375 pts	4.125 pts
Whitley Penn, LLP	86.5 pts	Pass	22 pts	4.75 pts	4.75 pts
Singleton, Clark & Company, PC	80.3 pts	Pass	20.63 pts	4.25 pts	3.625 pts
ABIP, PC	78.69 pts	Pass	18.5 pts	4.375 pts	3.75 pts
Vail & Park, P.C.	67.38 pts	Pass	15.38 pts	3.625 pts	2.75 pts



	<b>A-3 - Organization Chart and Engagement Personnel</b>	<b>A-4 - Technical Competence and Qualifications</b>	<b>A-5 - Firm's Overall Financial Condition and Stability</b>	<b>B - Engagement Experience</b>	<b>B-1 - Firm's School District Experience</b>
<b>Supplier</b>	<b>/ 5 pts</b>	<b>/ 5 pts</b>	<b>/ 5 pts</b>	<b>/ 25 pts</b>	<b>/ 10 pts</b>
Pattillo, Brown & Hill, L.L.P.	4.75 pts	4.5 pts	1.75 pts	22.5 pts	8.75 pts
Whitley Penn, LLP	4.875 pts	4.125 pts	3.5 pts	22.25 pts	9.875 pts
Singleton, Clark & Company, PC	4.375 pts	3.625 pts	4.75 pts	19.88 pts	8 pts
ABIP, PC	4.75 pts	3.5 pts	2.125 pts	23 pts	8.625 pts
Vail & Park, P.C.	3.875 pts	2.75 pts	2.375 pts	16.75 pts	5.5 pts





	B-2 - Firm's Overall Governmental Experience	B-3 - Claims and/or disputes for the last seven (7) years	B-4 - Proposed Audit Team	C - Engagement Approach	C-1 - Executive Summary
Supplier	/ 5 pts	/ 5 pts	/ 5 pts	/ 22 pts	/ 3 pts
Pattillo, Brown & Hill, L.L.P.	4.75 pts	4.5 pts	4.5 pts	19.88 pts	2.75 pts
Whitley Penn, LLP	4.875 pts	2.625 pts	4.875 pts	18.88 pts	2.625 pts
Singleton, Clark & Company, PC	3.75 pts	4.625 pts	3.5 pts	18.38 pts	2.25 pts
ABIP, PC	4.5 pts	5 pts	4.875 pts	16.5 pts	2.625 pts
Vail & Park, P.C.	3 pts	4.625 pts	3.625 pts	15.37 pts	1.875 pts



	<b>C-2 - Overall project approach (quality assurance/meeting deadlines/within budget)</b>	<b>C-3 - Policies on Dispute Resolution, Response Time, Project Support</b>	<b>C-4 - Collaboration and Internal and External Communications</b>	<b>C-5 - Firm's Added Value to MISD</b>	<b>C-6 - Firm's Statement of Independence</b>
<b>Supplier</b>	<b>/ 10 pts</b>	<b>/ 3 pts</b>	<b>/ 2 pts</b>	<b>/ 2 pts</b>	<b>/ 2 pts</b>
Pattillo, Brown & Hill, L.L.P.	9 pts	2.75 pts	1.75 pts	1.875 pts	1.75 pts
Whitley Penn, LLP	8.5 pts	1.875 pts	2 pts	2 pts	1.875 pts
Singleton, Clark & Company, PC	8.375 pts	2.625 pts	1.625 pts	1.625 pts	1.875 pts
ABIP, PC	7.25 pts	2 pts	1.625 pts	1.25 pts	1.75 pts
Vail & Park, P.C.	6.125 pts	2.125 pts	1.75 pts	1.625 pts	1.875 pts



	D - Client References	D-1 - Client References	E - Fees and Costs	E-1 - Overall Pricing
Supplier	/ 13 pts	/ 13 pts	/ 15 pts	/ 15 pts
Pattillo, Brown & Hill, L.L.P.	11.25 pts	11.25 pts	15 pts	15 pts (\$51,900.00)
Whitley Penn, LLP	12.25 pts	12.25 pts	11.12 pts	11.12 pts (\$70,000.00)
Singleton, Clark & Company, PC	11 pts	11 pts	10.42 pts	10.42 pts (\$74,700.00)
ABIP, PC	9.875 pts	9.875 pts	10.81 pts	10.81 pts (\$72,000.00)
Vail & Park, P.C.	9.5 pts	9.5 pts	10.38 pts	10.38 pts (\$75,000.00)