

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: July 13, 2021



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- Recognition:**    Students                       Staff                       Parents  
**Information:**    Building Report                       Old Business                       Superintendent's Report  
**Action:**    Resignation                       Hiring                       Contract Service Agreements  
                     Travel Out-of-State                       Travel In State                       Approvals  
                     Termination                       Legal Matters                       Other:  
This action request pertains to  Elementary (only)                       High School/District Wide

**Date:**   7/7/2021

**To:**   **Corrina Guardipee-Hall**  
                    Superintendent

**From:**   Crystal R. Tailfeathers  
                    Title:   Finance Director

**Subject:**   **Audit Services for School Year 2021**

**Description:** During the month of May, I submitted a RFP for auditing services; I did not receive any bids. I called several auditing firms with no luck. I have received a three year-contract from Denning, Downy and Associates (**2021:** \$26,345, **2022:** \$27,135, **2023:** \$28,220).

Superintendent Hall recommends approving a 1-year Contract for 2021.

**Financial Impact:** \$26,345.00 (2021, 1-year contract)

**Funding Source (Budget/grant, etc.):** 126/226.90.160.2510.340

**Attachment(s):** 1-Year Contract Agreement and Request for RFP

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**    N/A (Info)    Approved    Denied    Tabled to: \_\_\_\_\_

**REQUEST FOR PROPOSALS**  
**FOR**  
**PROFESSIONAL AUDITING SERVICES**

Browning School District 9, of Glacier County, is requesting proposals from qualified firms of Certified Public Accountants to audit its financial statements for the fiscal year ending June 30, 2021. The audit is to be performed in accordance with U.S. general accepted auditing standards; the standards set forth for financial audits in the U.S. General Accounting Office's Government Auditing Standards; the provisions of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations; the Department of Administration's Standard Audit Contract for audits of Montana local governments; and Administrative Rules established by the Montana Department of Administration, Local Government Services Bureau. The successful firm will be required to enter into the current version of the Department of Administration's Standard Audit Contract, a copy of which can be found at the Audit Review Program's web page at: <http://www.sfsd.mt.gov/LGSB/Forms/AuditReviewProgram>.

There is no expressed or implied obligation for the District to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.

To be considered, one copy of the proposal must be received by June 15, 2021, District Clerk, Browning School District 9, PO Box 610, Browning, MT 59417, by 5:00 PM on June 15, 2021. Proposals submitted will be evaluated by the District Superintendent, the District Clerk, and the District's Board of Trustees. The Board of Trustees reserves the right to reject any and all proposals submitted.

During the evaluation process, the District reserves the right, where it may serve the District's best interest, to request additional information or clarification from firms submitting proposals, or to allow corrections of errors or omissions.

Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted. Both the District and the firm selected must conform to the terms and conditions specified in the Administrative Rules of Montana as adopted by the Montana Department of Administration and to the provisions of the standard audit contract prescribed by that Department.