

MARIN EMERGENCY RADIO AUTHORITY

c/o Town of Corte Madera
300 Tamalpais Drive – Corte Madera, CA 94925
(415) 927-5050
www.meraonline.org

MEMORANDUM

DATE: May 13, 2020
TO: MERA Governing Board
FROM: Maureen Cassingham, Executive Officer
SUBJECT: AGENDA ITEM **B-3**: PROPOSED AGREEMENT FOR FY19-20
AUDIT SERVICES – MAHER ACCOUNTANCY

Recommended Action: Approve the Agreement with Maher Accountancy for the audit of MERA's financial statements for fiscal year ending June 30, 2020 at a cost of \$35,000, plus a \$1,750 fee for the preparation of the Annual 2020 Report of Financial Transactions to the State Controller and authorize the Executive Officer to execute same.

Background: Attached is a copy of the proposed Audit Engagement Letter for services from Maher Accountancy to conduct the FY19-20 MERA Annual Audit. The cost quoted reflects a \$7,550 increase over last year's base fee.

Total fee for the Audit is \$35,000, which reflects additional work associated with the Next Gen System Project Fund and 2016 Bonds Fund and final NFPD transitional work. The 2019 SCO Report fees have also increased from \$1,700 to \$1,750 due to more complex reporting requirements associated with debt, multiple funds and related write downs.

As auditing is a professional service, a formal bid process is not required. While the general practice is to issue an RFP for auditing services every three to five years, continuation of Maher's engagement is appropriate based on his history with the organization, special projects performed successfully for MERA and experience in auditing similar agencies within the County.

Further, it is noted that Michael Maher is MERA's new Engagement Partner, replacing John Maher, in compliance with GASB rotational requirements.

ATTACHMENT:

B-3a Audit Engagement Letter – Maher Accountancy – April 30, 2020