

**CARL SANDBURG COLLEGE**

**Board of Trustees Meeting**

**Regular Meeting-March 22, 2007**

**Item**            8                    Audit Services

**Institutional Focal Points/Goals**

III-A, IV-A, V-A, B, C

**Background**

Several factors have emerged in recent years leading to the need to more specifically address the economic and productivity issues affecting the College.

As part of the package of FY-91 and FY-92 budget adjustment recommendations (adopted at the regular meeting held April 25, 1991), the Board of Trustees approved the strategy of competitively selecting its audit services through a Request for Proposal (RFP) process. This resulted in the development of audit service specifications which we recently advertised within the district and posted on our website.

A public bid opening was held in the A. Lewis Long Conference Room on Thursday, March 1, 2007. Four (4) firms subsequently submitted comprehensive responses to our RFP.

Dr. Lori Sundberg, Vice President of Administrative Services, and Ms. Lisa Blake, Chief Financial Officer, have now completed the process of evaluating all responses. A summary is attached.

The Administration views the Lindgren, Callihan, VanOsdol and Co. Ltd., of Sterling, Illinois, proposal favorably in the areas of experience, timeliness, and cost. As per the Request for Proposal, the initial contract will be for one year only, with the intent to commit to the three fiscal years ending June 30, 2007, 2008, and 2009.

**Recommendation**

The Administration recommends placing the College's audit services with Lindgren, Callihan, VanOsdol and Co. Ltd., effective fiscal year 2007.