

Board of Trustees
Washtenaw Community College

DISCUSSION

4800 E. Huron River Drive
 Ann Arbor, Michigan 48105-4800

Subject	Date
Appointment of External Audit Firm	January 23, 2018

Background

State law requires an annual certified audit of the College financial statements. The firm of Rehmann Robson, LLC has served as the College’s independent auditor for the past eight years. In November 2016, the Board of Trustees extended Rehmann’s appointment for one year, through the 2017 audit, with the expectation that an RFP would be conducted this fiscal year to allow other firms the opportunity to bid on the engagement.

The College released an RFP in October 2017 and received four proposals in response to its request. The RFP Committee, comprised of WCC Board Treasurer William Milliken, VP & CFO Bill Johnson, Controller Lynn Grace, Director of Treasury Management & Purchasing Ben Hunholz and representing the WCC Foundation Board Doug Weber and Associate VP Phil Snyder, reviewed the responses, evaluating the proposals on several criteria, including but not limited to: experience within the higher education industry; customer service approach and resources for their clients; the firm’s presence in the State of Michigan; quality of audit staff; and pricing. After thoughtful consideration, it is the committee’s recommendation that the WCC Board of Trustees re-appoint the firm of Rehmann Robson, LLC as the College’s external auditor for the next three years. Please find enclosed the RFP Bid Summary for your review.

Pricing for the three-year appointment includes performing the annual financial audit, the Single Audit of Federal Awards and preparation of the financial statements.

<u>Service Category</u>	<u>Year Ended June 30,</u>		
	<u>2018</u>	<u>2019</u>	<u>2020</u>
College audit (including general purpose financial statements with Foundation presented as discrete component unit; supplementary information; and letter to, and meetings with, Board of Trustees)	\$ 39,195	\$ 39,195	\$ 41,150
Single Audit (includes one major program, Student Financial Aid Cluster)	9,765	9,765	10,250
Subtotal for Audit Services	48,960	48,960	51,400
Out of pocket expenses	2,000	2,000	2,000
Total College cost	\$ 50,960	\$ 50,960	\$ 53,400

RECOMMENDATION

That the Board of Trustees appoint the firm of Rehmann Robson, LLC, as the College external auditors for the three fiscal years ending June 30, 2018, 2019 and 2020.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: William L Johnson
Title: Vice President & CFO

Recommended by: *Rose B. Bellanca, Esq.*
Rose B. Bellanca, President
