

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

AGENDA OF SEPTEMBER 27, 2006

REGULAR MEETING

TO: Ted Long, Chairman, and
Members of the El Dorado County Local Agency Formation
Commission

FROM: José C. Henríquez, Executive Officer

**AGENDA ITEM #5D5: Update on the responses to the LAFCO RFPs for IT Support
and Audit Services**

RECOMMENDATION

Staff recommends that the Commission receive the following information related to the responses to the LAFCO Request for Proposals for IT Support and Audit Services.

REASON FOR RECOMMENDED ACTION

LAFCO staff wanted to keep the Commission informed of the current status of the request for proposals for these outsourced services.

BACKGROUND

As the Commission is aware, the LAFCO office relies on outside vendors to perform a few administrative services. Currently, LAFCO has a three-year contract with Bartig, Basler and Ray, LLP for audit services. This contract expires with the audit for the 2005-2006 Fiscal Year. The LAFCO office does not have an IT consultant for computer and network-related issues or problems. For the past 11 months, these services have been performed by your Executive Officer with the exception of a one-time task, which was contracted to the El Dorado Information Technologies Department.

Request for Proposals were sent on August 7th to various consultants requesting quotes to perform their respective services. A sufficient number of IT responses were received and are currently being reviewed. It is expected that negotiations would have started by the time of the Commission meeting. The selection and the signing of a contract with the chosen IT consultant are within the administrative functions of the Executive Officer. No Commission action or intervention is expected on these matters unless the Commission thinks otherwise.

For audit services, only one response was received. While the qualifications for the respondent firm are adequate, the estimated cost is four times that of the current

contract. Because of this, it is unknown whether the cost estimate for these services is accurate. Consequently, the only recourse is to reject all submissions and reopen a second RFP period. Firms that expressed interest but had not submitted a response will be encouraged to do so. In addition, your Executive Officer is exploring the possibility of collaborating with other LAFCOs and possibly achieve economies of scale by contracting with a single firm to perform the audits for multiple agencies.