





# INTEROFFICE MEMO

*Gary Grief, Executive Director      Tom Hanson, Acting Charitable Bingo Operations Director*

**To:** J. Winston Krause, Chairman  
Cindy Lyons Fields, Commissioner  
Mark A. Franz, Commissioner  
Robert Rivera, Commissioner  
Erik C. Saenz, Commissioner

**From:** Mike Fernandez, Administration Division Director

**Date:** June 11, 2020

**Re:** Report, possible discussion and/or action on agency major contracts, including amendment, renewal or extension of the contract for Internal Audit Services

---

The following action item for internal audit services is a major contract under the direct purview of the Commission; as such, any and all action(s) taken regarding the internal audit services contract must be approved by the Commission. Therefore, staff is seeking Commission approval to extend the internal audit services contract for one year.

|                           |  |
|---------------------------|--|
| Service or Goods Provided | Internal Audit Services  |
| Vendor(s)                 | McConnell & Jones, LLP   |
| Proposed Action           | Renew current contract   |
| Description               | 1) Exercise the final of three (3) additional one-year renewals, with the extension period to begin September 1, 2020 and continue through August 31, 2021 |
| Term                      | September 1, 2017 to August 31, 2018, with three 1-year extensions   |
| Estimated Annual Cost     | \$300,000  |
| Conflict of Interest      | Commissioners have independently confirmed they do not have a financial interest in McConnell & Jones, LLP   |