



INTEROFFICE MEMO

Gary Grief, Executive Director LaDonna Castañuela, Charitable Bingo Operations Director

To: Robert G. Rivera, Chairman
Cindy Fields, Commissioner
Mark A. Franz, Commissioner
Erik C. Saenz, Commissioner
Jamey Steen, Commissioner

From: Mike Fernandez, Administration Division Director *MRF*

Date: August 12, 2021

Re: Report, possible discussion and/or action on proposals for internal audit services (RFP No. 362-2021-0004), including approval to execute contract.

The following is an action item for the Internal Audit Services contract. Staff is seeking Commission approval to execute a contract with the Apparent Successful Proposer to commence on September 1, 2021 and continue through August 31, 2022.

Service or Goods Provided	Internal Audit Services
Vendor(s)	McConnell & Jones, LLP
Proposed Action	Execute new contract
Description	Perform internal audit activities
Current Term of Contract	September 1, 2021 to August 31, 2022, 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.