





# 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:** February 10, 2022

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

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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	McConnell & Jones, LLP
Proposed Action	Renew current Contract
Description	1) Exercise the first of three (3) additional one-year renewals, with the extension period to begin September 1, 2022 and continue through August 31, 2023
Term	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.