**REQUEST FOR INFORMAL PROPOSALS**

***Audit Services for Luna Community College FY 2016-17***

**Scope of Work**

**A.** The Contractor shall conduct a financial and compliance audit of the college using the business-type activity model consisting of the Statement of Net Assets; Statement of Revenues, Expenses, and Changes in Net Assets; Statement of Cash Flows; and budget comparison schedules presented in the format required by NMAC Section 2.2.2.12.E (2) for the period from **July 1, 2016 through June 30, 2017**.

**B.** The audit scope requires the Contractor to provide an opinion on the budget comparison schedules (see AAG-SLV 14.53 and the requirements of NMAC Section 2.2.2.12.E (2)). ASAS No. 119 opinion on the budget comparison does not meet this requirement.

**C.** The Contractor shall apply certain limited procedures to the Management Discussion and Analysis (MD&A) and report deficiencies in or the omission of required information in accordance with the requirements of AU-C 730.05 to 730.09.

**D.** The audit shall be conducted in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, OMB Circular A-133, and *Requirements for Contracting and Conducting Governmental Audits* (NMAC Section 2.2.2.1, et seq.).

**Specifications of Requirement of Award**

**As required by the Audit Rule, NMAC Section 2.2.2.1 et seq., Contractor agrees to, and shall, inform the Agency of any restriction placed on Contractor by the Office of the State Auditor pursuant to NMAC Section 2.2.2.8.E, and whether the Contractor is eligible to enter into this Contract despite the restriction.**

**Evaluation of Proposals**

**Although cost is a factor, it is not the sole factor used to determine this contract award. The following is the list of criterion and associated points. No score will be calculated for this proposal and will be based on quality of work showcased in a portfolio and references to determine the quality of work for the contract.**

**Dates of Proposal: April 21, 2017**

**Deadline for Submission: Wednesday May 3, 2017 @ 3 pm.**

**Submission of Informal Proposals:**

**Responses must be submitted by:**

1. E-mail to Francina Martinez, fmartinez@luna.edu
2. Fax 505-454-2518, Attention Francina Martinez
3. Mail or hand deliver to :

Luna Community College

Attn: Francina Martinez

366 Luna Drive, Las Vegas, NM 87701

Questions regarding this request should be directed to Francina Martinez at 505-454-5339.

Luna Community College reserves the right to reject any and/or all proposals.