

## **Selection of a Certified Public Accounting Firm**

### Purpose

The purpose of this procedure is to provide the District with professional, competent, and cost-efficient auditing services for the annual audit of the District financial records.

### Selection Process

All certified public accounting firms with offices in the Cedar Rapids metropolitan area will be provided the opportunity to submit a five-year proposal by responding to a published notification in the local newspaper. The District will also seek proposals from qualifying public accounting firms outside of the Cedar Rapids metropolitan area. Each firm shall complete a proposal on District bid forms and shall be advised that the Executive Director of Business Services may be contacted for more information and, upon request, be provided with a copy of the most recent audit report. The firm shall be recommended for appointment based both on cost and professional standards.

### Special Selection Criteria

- 1) The certified public accounting firm shall employ an adequate staff of qualified accountants to assume timely completion of the audit and the accompanying report.
- 2) The certified public accounting firm shall furnish assurance that an adequate number of accountants experienced in auditing Iowa school districts will be assigned to the audit team.

Code of Iowa: Chapter 11.6

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