



**CITY OF SAN ANTONIO  
FINANCE DEPARTMENT**

**ADVERTISEMENT INFORMATION ONLY**

Solicitation Type and Name: Request for Proposal – Independent Audit Services

Solicitation Number: 6100001165 (RFP)

Description: The City of San Antonio, Finance Department (“City”) seeks proposals from qualified Respondents interested in providing the services as described in this RFP.

This Request for Proposal will establish a list of approved licensed/certified auditors, to perform independent audit services of the City’s Comprehensive Annual Financial Report (CAFR), Schedules of Expenditures of Federal and State Awards (Single Audit Report) and Schedule of Expenditures of Passenger Facility Charges. The successful auditors must meet independence requirements as set by the American Institute of Certified Public Accountants, Governmental Accountability Office and other regulatory entities. The successful auditors must include a minimum 40% SBE subcontractor participation level. The Respondents will submit cost estimates required for independent audit services work in accordance with local ordinances and comply with state rules and federal regulations.

Applicable Product Categories: 94620, 94631, 91804, 94611

Date Issued: February 27, 2012

Due Date: March 27, 2012 at 11:00 a.m. CST

Pre-Submittal Conference: March 5, 2012 at 9:00 a.m. CST

Deadline for Questions: March 20, 2012 at 11:00 a.m. CST

**Pre-Submittal Conference:**

A Pre-Submittal Conference will be held at 9:00 a.m., Local Time on Monday, March 5, 2012 at the Riverview Towers located at 111 Soledad Street, 11<sup>th</sup> Floor Conference Room, Finance Department, San Antonio, Texas 78205.

To view this solicitation, go to <https://supplierservice.sanantonio.gov/iri/portal>. If you have not completed the City’s Central Vendor Registration (CVR) Form, you must do so in order to view the solicitation and submit a response. The CVR Form may be accessed at <http://www.sanantonio.gov/purchasing/>.

**Note:** After you have successfully registered, send Debra Ordaz an email at [debra.ordaz@sanantonio.gov](mailto:debra.ordaz@sanantonio.gov) requesting to be added to the vendor distribution list.

Proposals must be received in the Office of the City Clerk no later than 11:00 am Central Time, on March 27, 2012. Any proposal or modification received after this time shall not be considered, and will be returned, unopened to the Respondent.

