



CITY OF OAKLAND CALIFORNIA

REQUEST FOR PROPOSALS (RFP) FOR PROFESSIONAL AUDITING SERVICES

Total Contract Amount: Negotiated

Contract Terms: Three years with one, one-year option to renew.

Project Description: The Port of Oakland (Port) and the City of Oakland (City) are requesting proposals from qualified certified public accounting firms, licensed by the State of California and in good standing, to conduct the Annual Financial and Single Audit, and other Financial Audits and/or reviews as detailed within this document, for the fiscal years ending June 30, 2016, 2017 and 2018. The contract may be extended for an additional subsequent one-year period through fiscal year ending June 30, 2019, at the discretion of the Port and the City. The Port of Oakland is a discrete component unit of the City of Oakland's Comprehensive Annual Financial Report (CAFR).

Pre-Proposal Meeting (Highly Recommended): Monday, August 17, 2015, 10:00 a.m. at Hearing Room 2, 1st floor, One Frank H. Ogawa Plaza, Oakland CA 94612

Proposal Submittal Deadline: Thursday, September 10, 2015, 2:00 p.m. One (1) originals and sixteen (16) copies of the proposal must arrive at the Contracts and Compliance Division, 250 Frank Ogawa Plaza, 3rd Floor, Suite 3341, Oakland, CA. 94612 (Attn: Paula Peav) by 2:00 pm. Proposals not received at the above location by the Proposal Submittal Deadline are late and will be returned to proposers unopened.

Note: All who wish to participate in this RFP must register through iSupplier at (<http://www2.oaklandnet.com/Government/o/CityAdministration/d/CP/index.htm>) in order to receive updates on this RFP, invoice payments if selected, and direct notification of future bid opportunities. Free copies of the RFP documents and Addenda (if any) are available in iSupplier. Hard copies will NOT be available for purchase from the City. If you experience technical difficulties with registration, please send an email to isupplier@oaklandnet.com and advise that you need to expedite registration for this RFP.

iSupplier Registration: Upon completion of your iSupplier registration, please send an email to DCPCA@oaklandnet.com with "RFP for Professional Auditing Services" as the subject and advise of registration completion. DCPCA will reply via email with further instructions.

The successful Contractor must comply with all applicable City policies and programs. Details are provided in the RFP document, online at <http://www2.oaklandnet.com/Government/o/CityAdministration/d/CP/index.htm>. For copies of forms and schedules please go to <http://www2.oaklandnet.com/Government/o/CityAdministration/d/CP/s/FormsSchedules/index.htm>. **Applicable programs:** ♦ Equal Benefits ♦ 50% L/SLBE ♦ Living Wage ♦ Minimum Wage ♦ The City of Oakland's Campaign Reform Act ♦ Post-project Consultant Evaluation ♦ Prompt Payment ♦ Arizona Boycott and ♦ Dispute Disclosure

For questions regarding **project management**, contact Paige Alderete at palderete@oaklandnet.com or (510) 238-7492, **contract administration**, Jasmine Chan at jchan@oaklandnet.com or (510) 238-7524; and **contract compliance**, Vivian Inman at vinman@oaklandnet.com or (510) 238-6261.

Please Note - The City Council reserves the right to reject any and all proposals.

LaTonda Simmons, City Clerk and Clerk of the City Council, (Wednesday, August 5, 2015)