



<b>Policy No.:</b> P400-18-3	<b>Type of Policy:</b> Finance
<b>Policy Title:</b> Auditor Selection and Services	
<b>Policy Description:</b> Establishes Guidelines for Auditor Selection and Scope of Services	
<b>Approval Date:</b> 7/17/2018	<b>Last Review Date:</b> 2018
<b>Approval Resolution No.:</b> 34-18	<b>Next Review Date:</b> 2022
<b>Rescinded Resolution No.:</b> 51-14	<b>Rescinded Resolution Date:</b> 8/19/2014

It is the policy of the Board of Directors of Dublin San Ramon Services District:

It is in the District's best interest to obtain auditing services from a highly-qualified firm, and to ensure that there are no issues or incentives that would jeopardize that firm from maintaining its independence.

Selection Policy – An informal request for proposal process will be held at least every five years for the selection of the independent auditor. The Financial Services Division is responsible for conducting the interview and selection process and recommending a firm to the Board.

Term of Contract – The initial contract term will be one year with four one-year renewal options. The General Manager has authority to renew the contract unless otherwise instructed by the Board.

Scope of Services – The auditor will perform the annual audit and assist staff in analyzing/implementing accounting pronouncements.