



"Where children come first!"

Progeny Academy

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Request for Proposal to Provide Financial Audit Services

The Charter School, Progeny Academy (PACS), is seeking proposals for financial audit service.

The Board of Directors is seeking a proposal that will provide comprehensive audit services including, but not limited to, auditing financial statements as of the conclusion of our fiscal year on June 30, 2023, federal 990 tax return 2023 and State of Minnesota Annual Charitable Organization Report 2023, management discussion and analysis. Please address these items in your response: audit objectives, approach, internal controls, school administrator's responsibilities, any other responsibilities under US Generally Accepted Auditing Standards and Government Auditing Standards and any other suggestions you may wish to include for consideration.

Please also address the following questions in your proposal.

1. How long have you been providing government auditing services?
2. In what area(s) do you specialize (county, city, charter schools, traditional school district, etc.)?
3. How often do you perform these services?
4. How is the firm staying up to date on recent changes in government audits?
5. Can you provide client referrals I may contact?

Rights of the Board of Directors

- The Board of Directors reserves the right to accept or reject any or all proposals.
- The fee may be negotiated with the finalist. A cost of services is required as part of the submission. During the final selection process, the School may discuss a firm scope of work that will meet the School's service needs within the funds available.
- The School reserves the right to modify this RFP.
- Submittals shall be good until the Board has completed an award action of this RFP. Firms that take exception to this will be considered non-responsive and will be rejected.

The proposed schedule for the proposal reviews and notification is as follows:

June 10, 2023 Email Request for Proposals & Post proposal to STA website

July 10-14, 2023 Question and Answer Period (Optional), questions asked and answered via Proposal contact at PACS

July 17, 2023 Proposals Due

Week of July 17, 2023 Recommendation to Board and

August 19th, 2023 Board Approval

Proposals must be received no later than 4:00 p.m. July 17, 2023. All questions regarding Progeny Academy and this request for proposal shall be directed to Nicole Nelson at nicolen@progenyacademy.org.

Completed proposals should be sent to the following email address: nicolen@progenyacademy.org

Thank you for your interest. We appreciate your willingness to submit a proposal to provide financial audit management services for our organization.