

TO: Auditing Agencies
FROM: Douglas J. Carlson, Executive Director
DATE: August 9, 2011
SUBJECT: Request for Audit Proposal

*****MEMO*****

The Provo City Housing Authority (PCHA) is requesting proposals for independent audit services for a three year period, beginning with the fiscal year ending September 30, 2011. Respondents will be expected to perform the audit in accordance with generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants, the standards for financial audits set forth in the U.S. General Accounting Office's *Government Auditing Standards* (Yellow Book), the provisions of the Single Audit Act of 1984, amended 1996 (PL104-156), the provisions of U.S. Office of Management and Budget (OMB) Circular A-133 (*Audits of States, Local Governments and Non-Profit Organizations*), and subsequent amendments, and in accordance with the Department of Housing and Urban Development (HUD) standards as set forth in the *Consolidated Audit Guide for Audits of HUD Programs*. Respondents will also be expected to perform auditor functions as required by HUD's Real Estate Assessment Center (REAC).

The PCHA administers federal and state funded housing assistance programs for low-income families, elderly, and disabled individuals within the limits of Provo City. A proposal package that includes a summary of programs administered, funding sources, and budgets is available at the Provo City Housing Authority offices, 650 West 100 North, Provo, UT 84601. Selection of the successful proposal will be based upon evaluation of qualifications, experience with comparable audits as referenced in paragraph one, and cost.

The audit for the initial year must begin no earlier than December 1, 2011 and be completed no later than April 30, 2012.

Proposals will be accepted until September 8, 2011. The PCHA reserves the right to reject any and all proposals.

The Provo City Housing Authority complies with (Section 3, HUD Act of 1968; 24 CFR 135) Economic Opportunities for Low-and Very Low-Income Persons.

