



OFFICE OF THE CONTROLLER
CITY AND COUNTY OF SAN FRANCISCO

Ben Rosenfield
Controller
Todd Rydstrom
Deputy Controller

April 5, 2023

Angela Calvillo, Clerk of the Board
Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102

Dear Ms. Calvillo:

Attached please find an original and a copy of the proposed Resolution for Board of Supervisors approval, which would select Macias Gini & O'Connell LLP as the independent auditors for the Controller's Office and the separately audited departments of the City, for an amount not to exceed \$6,806,424 over a four-year contract term to commence July 1, 2023. This contract is essential for the Office of the Controller's Accounting Operations & Supplier Division to comply with City Charter Section 2.115 and California Government Code Sections 25250 and 25253 that require the City to have its annual financial statement audits performed by independent public accounting firms. Upon completion of the annual audits, the Annual Comprehensive Financial Report and corresponding management letters are provided to the Government Audit and Oversight Committee of the Board of Supervisors by the Controller's Office.

The selection was the result of a competitive process in which a Request for Proposals (RFP) was issued in March 2022 that notified the public a contract would be awarded with an original term of up to four years and an option to extend the term for up to three additional years for a total of seven years. We obtained Civil Service Commission approval with union notifications of our intent to contract out these services. Following the proposal due date, we conducted written proposal evaluations and oral interview panels composed of a broad range of City department representatives for this RFP. If approved, the contract shall commence on July 1, 2023, and contractor fees will be incurred during Fiscal Years 2024-2027 for an amount not to exceed \$6,806,424, with up to three years' worth of options for renewal for the Fiscal Years 2028-2030 for an amount not to exceed \$5,384,223. If the three-year option to renew is extended, the seven-year not to exceed amount of the contract would be \$12,190,647.

The following is a list of accompanying documents:

- Resolution
- Macias Gini & O'Connell LLP Agreement
- SFEC Form 126 for Macias Gini & O'Connell LLP

Please contact me with any questions. You may also direct questions to the Contracts Manager, Joyce Kimotsuki at (415) 554-6562 or Joyce.Kimotsuki@sfgov.org.

Sincerely,


Todd Rydstrom
Deputy Controller