

**CITY OF MT. PLEASANT
REQUEST FOR PROPOSALS**

Independent Auditing Services

Issue Date: July 14, 2026

Proposal Deadline:

Friday, August 7, 2026

5:00 p.m



PURPOSE

The City of Mt. Pleasant is requesting proposals from qualified Certified Public Accounting (CPA) firms to provide independent auditing services for the City's annual financial statements.

The City intends to select a qualified firm with experience auditing Utah local governments to perform the City's annual financial audit in accordance with applicable professional standards and State of Utah requirements.

SCOPE OF SERVICES

The selected firm will be expected to:

Perform the City's annual financial audit.

Prepare all required audit reports.

Review internal controls and communicate any significant findings or recommendations.

Assist the City with any required filings with the Utah State Auditor.

Present the completed audit to the City Council at a regular public meeting.

PROPOSAL REQUIREMENTS

Please include the following information:

Firm Information, Firm name, Office location, Primary contact, Telephone number, Email address and Qualifications.

Provide a brief description of:

Your firm's governmental auditing experience, Experience auditing Utah municipalities or local governments, Number of years your firm has provided governmental audit services.

Audit Team

Identify the staff who would be assigned to Mt. Pleasant City's audit and summarize their qualifications and governmental auditing experience.

Municipal References

Provide Utah municipal or local government references, including a contact name and phone number.

Proposed Schedule

Please provide your anticipated timeline for:

Audit planning, Fieldwork, Draft audit, Final audit presentation, Fee Proposal

Please provide:

Fixed fee for the annual audit, Hourly rates for additional services, if applicable, Any anticipated reimbursable expenses.

EVALUATION

Proposals will be evaluated based on:

Governmental auditing experience, Qualifications of the proposed audit team, Experience with Utah municipalities, References, Proposed schedule, and Cost.

The City reserves the right to interview firms before making a final selection.

SUBMISSION OF PROPOSALS

Proposals must be received no later than 5:00 p.m. on Friday, August 7, 2026.

Please submit proposals electronically or by mail to:

Natalie Crosby, City Recorder

City of Mt. Pleasant

106 West Main Street

Mt. Pleasant, Utah 84647

Email: n.crosby@mpcityut.gov

RESERVATION OF RIGHTS

The City of Mt. Pleasant reserves the right to reject any or all proposals, waive minor irregularities, request additional information from proposers, negotiate with the selected firm, and award a contract that is determined to be in the best interest of the City.

The City is not obligated to award a contract solely based on the lowest proposed fee.