



OREGON CUSD #220

REQUEST FOR PROPOSAL FOR AUDITING SERVICES

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INVITATION FOR PROPOSAL

DOCUMENT PURPOSE

The purpose of this “request for proposal” is to provide interested independent certified public accounting firms (the “Audit Firm”) with sufficient information to enable them to prepare and submit proposals (i.e. quotations) for independent consideration by the Oregon Community Unit School District (the “School District”) No. 220 for auditing services for the fiscal years ending June 30 2026, 2027, and 2028 with the option to renew for 2029 and 2030.

Information on the School District can be found in the “General Information” section of this document.

CONTACT INFORMATION

Any inquiries regarding the Oregon Community Unit School District’s audit should be directed to:

Superintendent of Schools
Dr. PJ Caposey
206 S. 10th St.
Oregon, IL 61061
(815) 980 - 0310
pcaposey@ocusd.net

INCURRED PROPOSAL COSTS

The School District is not liable for any cost incurred by the audit firm before the assurance of an agreement or contract.

GASB COMPLIANCE

The audit firm will need to supply audit statements in compliance with applicable GASB standards. The work shall satisfy all federal, state, and local requirements for an annual single/financial statement audit.

RESPONSE DATE FOR PROPOSALS

In order to be considered for selection, audit firm proposals for auditing services must be received in a sealed envelope clearly marked “Auditing Services Request for Proposal” no later than **1:00 PM on Friday, February 6, 2026** at:

Oregon Community Unit School District #220
ATTN: Audit Services Request for Proposal
206 S. 10th St.
Oregon, IL 61061

QUALIFICATIONS

Proposals will be accepted from audit firms with demonstrated experience and competency in school district auditing. Minimum qualifications for firms submitting proposals are:

1. The audits shall be conducted under the supervision of a licensed Certified Public Accountant experienced and knowledgeable in Illinois school district auditing, and the senior field auditor must have three to five years of experience in supervising a school district audit. The senior field auditor must be on-site during the audit.
2. The audit firm must have demonstrated efforts to keep its staff current in the industry and in governmental organizations by active participation in such organizations.

3. The audit firm must be a member of the AICPA, the AICPA's Governmental Audit Quality Center, and the Illinois CPA Society.
4. The audit firm must meet the continuing professional education requirements of Government Auditing Standards.
5. The audit firm must provide a copy of its most recent peer review report.
6. The audit firm does not have a record of substandard work. The proposal must disclose any enforcement action to which the firm has been subject during the past three years or which is in progress.
7. The firm must have existing engagements with at least five public school districts. The audit firm must provide the names, titles, addresses, and phone numbers of at least five school district clients for whom the firm has performed audits within the last 2 years similar in scope and reporting as those required within this document.
8. The firm will have experience in the ASBO Certificate of Excellence in Financial Reporting Program and/or the Government Finance Officers Association (GFOA) of the United States and Canada Certificate of Achievement in Financial Reporting Program.

PARTNERSHIP

The successful proposer will understand the importance of partnership and demonstrate a commitment to ongoing client education, before, during, and after the audits. The audit firm is expected to make itself available for additional activities and/or guidance as needed.

INFORMALITY OF PROPOSAL AND ACCEPTANCE, REJECTION, OR SELECTION OF QUOTATION

The submission of a proposal shall be prima facie evidence that the audit firm submitting the proposal has full knowledge of the scope, nature, quantity, and quality of work to be performed; the detailed requirements of the specifications; and the conditions under which the work is to be performed.

The School District expressly reserves the right to reject any or all proposals, to waive any informalities or irregularities in the proposals, and to accept that proposal which is in the best interest of the School District.

All pricing must be held for 90 days. The School District reserves the right to negotiate terms and conditions independently.

The audit firm submitting the proposal shall furnish the School District with such additional information as they may reasonably require.

ACCEPTANCE

It is understood that this is not a competitive proposal, but rather a proposal to perform auditing services for the respective governing board of the School District.

The School District board will vote on the auditing proposals at a regularly scheduled meeting following the due date of this request for proposal. An interview with the review team may be required.

In determining the award to the proposing audit firms, the following will be considered:

1. Evidence in the proposal that the submitting firm clearly understands the scope of the audit services to be performed.
2. Technical experience of the firm.
3. Qualifications of the audit staff.
4. Size and structure of the firm.
5. Audit Schedule

- Costs quoted to perform the specified audit services.

EXECUTION OF THIS "REQUEST FOR PROPOSAL"

This "Request for Proposal" shall be executed as follows:

- As an individual auditor (he/she shall sign the proposal personally).
- As a partnership or corporation signed in the name of the firm by a partner.

PROPOSAL SCHEDULE

Date(s)	Activity
December 10, 2025	Mail Request for Proposal
February 6, 2026	Deadline for submission of proposal
February 9-20, 2026	Committee reviews proposals
February 23-March 6, 2026	Interview with selected finalist(s) if necessary
March 16, 2026	Selection of Audit Firm Recommended to the Board of Education

SELECTION OF AUDITING FIRM

The School District reserves the right to accept or reject any and all proposals. In addition, the School District reserves the right to determine the length of the contract awarded.

THE GOVERNING BOARDS OF THE SCHOOL DISTRICT RETAINS THE RIGHT to reject any and all proposals or to waive any informalities, irregularities, or defects in any proposals, should it be deemed to be in the best interest of the entity to do so. The contract may be awarded, if at all, to the lowest responsible Participant meeting specifications as determined by the respective governing boards.

NO CONTRACT SHALL BE ASSIGNED OR and part of the same **SUBCONTRACTED** with or without written consent of the respective governing board, but in no case shall such consent relieve the Contractor from its obligations, or change the terms of this contract.

GENERAL INFORMATION

Financial operations:

- ▶ The School District utilizes the Tyler Technologies Infinite Visions School ERP Pro Financial System, and operates on a fund basis using the modified accrual basis of accounting. All accounts are aligned with 23 IL Admin Code § 100.10-100.130.
- ▶ The School District is the administrative agent and is the legal and fiscal agent.
- ▶ The School District's staff will close and balance all accounts at year-end. Copies of trial balances and assistance from the School District's staff will be available to the selected firm.

A summary of the school district is presented below:

FY24-25					
Total Staff	Total Business Staff	Total Enrollment	Total Revenue	Total Expenditures	Single Audit Required
210	3	1,185	\$ 18,568,338.00	\$ 19,425,343.00	Yes

SCOPE OF AUDITS

GENERAL SCOPE OF AUDITS

The audits will cover all programs of the School District, including but not limited to the general fund, special purpose funds, student activity funds, and Federal programs. All final statements must be prepared by the audit firm in compliance with the national standards of the Association of School Business Officials, the government Finance Officers Association, and the Illinois School Board of Education.

At the conclusion of the audit, the following forms and reports shall be prepared and submitted to the respective governing board:

- ▶ Annual Financial Statements to include basic financial statements and supplementary schedules;
- ▶ Schedule of Expenditures of Federal Awards and related Single Audit Reports;
- ▶ Management Letter;
- ▶ Annual Financial Report (ISBE form 50-35) for submission to ISBE and copies for the District's records; and
- ▶ Annual Comprehensive Financial Report (ACFR) prepared in accordance with standards defined by ASBO International and the GFOA.

In addition to the audit guides, the Audit Firm shall apply its own audit standards and procedures and those developed by the American Institute of Certified Public Accountants (AICPA), "Generally Accepted Auditing Standards," and (Statement of Auditing Standards (SAS) Number 1. Codification of Auditing Standards and Procedures) and those developed by Government Auditing Standards and OMB Circular A-133.

All audit work must be performed by the audit staff of the proposing firm; **no audit work is to be completed by subcontractors.**

NON-FEDERAL PROGRAMS SCOPE OF WORK

- ▶ Board Minutes;
- ▶ Verification of receipts;
- ▶ Expenditures;
- ▶ Journal entires;
- ▶ Budget transfers;
- ▶ Payroll system;
- ▶ Verification of assets and liabilities;
- ▶ Reconciliation of bank statements and investments;
- ▶ Subsidiary records including insurance;
- ▶ Procurement card transactions; and
- ▶ Consult with staff as requested for preparation of the MD&A, Transmittal Letter, and Statistical Charts.

The audit shall also consist of tests of compliance with requirements of the applicable state and federal laws and regulations of material effect on the financial statements.

The audit firm shall provide a Management Letter listing recommendations for improvements in school district procedures. The Management Letter will include specific reasons why the audit firm is suggesting changes to the School District procedures. The Management Letter will incorporate the School District's responses, if applicable.

Interim audits by the audit firm within the audited year may be requested.

The audit firm shall provide to the School District's Board of Education certified audit of their entity's financial records covering all funds, including Student Activities funds (where applicable). The School District's Superintendent shall determine the number of bound copies of the report that the audit firm will provide. An electronic form of the final documents as PDF files is also required to be delivered with the final document. The basic financial statements must include (or their successors, as determined by GASB):

- ▶ Statement of Net Assets;
- ▶ Statement of Activities;
- ▶ Balance Sheet - Governmental Funds;
- ▶ Reconciliation of Governments Funds Balance Sheet to the Statement of Net Assets;
- ▶ Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds;
- ▶ Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities;
- ▶ Statement of Net Assets - Proprietary Fund;
- ▶ Statement of Revenues, Expense, and Changes in Net Assets - Proprietary Fund;
- ▶ Statement of Cash Flows - Proprietary Fund;
- ▶ Statement of Fiduciary Net Assets - Fiduciary Funds;
- ▶ Statement of Changes in Fiduciary Net Assets - Fiduciary Funds;
- ▶ Notes to the Financial Statements;
- ▶ Required Supplementary Information; and
- ▶ Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual - General Fund.

Tentative drafts of the Management Letter and of the Annual Financial Statements shall be submitted to the School District's Director of Finance before the final preparation of these reports.

The School District may request a meeting to review the tentative drafts within ten (10) days of their receipt.

FEDERAL PROGRAMS SCOPE OF WORK

The audits will also include a financial and compliance audit as outlined in the OMB Circular A-133 as required by the Office of Management of the Budget, and render a separate opinion of the financial statements and tests of compliance in accordance with OMB Circular A-133. As required, the Audit Firm shall design its own procedures to supplement existing audit steps in order to form an opinion.

The Audit Firm shall perform sufficient work to issue a report and render an opinion. All audit work, which can be performed on existing records, must be completed in accordance with the pertinent audit guides. Findings shall be made, costs questioned or recommended for disallowance, corrective measures recommended, and a report issued. All reports shall contain the appropriate Opinion or Disclaimer of Opinion in accordance with AICPA Audits of States and Local Governments.

The Single Audit Report Package shall contain a Table of Contents indicating the following sections by page number. All pages must be numbered. The single audit statements must include (or their successors, as determined by GASB):

- ▶ Management Letter (includes recommendations and suggestions for changes and improvements in school district operations);
- ▶ Single Audit Report Distribution List (agencies which will receive the Single Audit Report);
- ▶ Transmittal Letter;
- ▶ Opinion on Basic Financial Statements;
- ▶ Basic Financial Statements;
- ▶

- ▶ Report on Compliance based on an examination of Basic Financial Statements performed in accordance with Government Accounting Standards;
- ▶ Report on Internal Controls at the Basic Financial Statement Level;
- ▶ Opinion on the Schedule of Expenditures of Federal Awards;
- ▶ Schedule of Expenditures of Federal Awards;
- ▶ Report on Internal Control (Accounting and Administrative) applicable to each major program;
- ▶ Report on Compliance with Laws and Regulations related to Major and Non-Major Federal Programs;
- ▶ Schedule of Findings and Questioned Costs;
- ▶ A "Response and Corrective Action Plan" recommendation for each finding and any weaknesses disclosed within the examination; and
- ▶ "Report on the Status of Prior Year's Compliance Findings and Internal Control Weaknesses".

RETENTION OF AUDIT WORK PAPERS

The Audit Firm shall retain work papers and reports for a minimum of six (6) years from the date of the audit report. An appropriate Federal or State Agency or the school district must make audit work papers available upon request.

ACCESS TO AUDIT WORK PAPERS

The School District and any appropriate Federal or State agency shall have free and unrestricted access to the work papers, records, other supporting documentation, and reports prepared, or in the process of being prepared, in connection with the audits performed under this proposal. Free and unrestricted access to and the right to require the submittal of the documentation to the School District and any appropriate Federal or State agency shall exist during the contract term and shall continue for six (6) years from the date of submission of the final invoice or until litigation, audit or claim has been fully resolved, if later.

TIME LIMIT OF AUDIT

The Audit Firm shall execute and complete the annual audits between July 1st and October 15th of the subsequent fiscal year, such that those fund-level statements and schedules necessary to file the Annual Financial Report are available and will be submitted to the Lee, Ogle, Whiteside Regional Office of Education #47 by October 15th and the Illinois State Board of Education are available and will be submitted by November 15th.

AUDIT REPORT DISTRIBUTION

The Audit Firm shall file on behalf of the School District the Annual Auditor's Reports to the Illinois State Board of Education and other required State and Federal agencies. The Audit Firm shall provide assistance to the School District in completing the Annual Financial Report (AFR) that must be filed with the Illinois State Board of Education.

The complete set of reports must be provided to the School District electronically (PDF) and in bound form no later than October 15th as follows:

- ▶ Annual Financial Statements in a format similar to the prior year's financial reports;
- ▶ Annual Financial Report (ISBE 50-35) prepared for submission otherwise the Illinois State Board of Education;
- ▶ Annual Comprehensive Financial Report (ACFR) prepared in accordance with standards defined by ASBO International and the GFOA;
- ▶ Management Letter to the School District's Board of Education and the WRVC Board; and
- ▶ All reports required to be submitted to the Illinois State Board of Education and any other regulatory agencies as required by the OMB Circular A-133.

ADDITIONAL REQUIREMENTS

The Audit Firm shall apprise the School District of any and all changes in accounting and reporting requirements. Prior to the start of each audit and following the completion of each audit, the Audit Firm will be available, upon request, to meet with the Board of Education for a review of the audit and Management Letter.

The respective agency may also required the “non-attest” services:

- ▶ Assistance in calculating accrual balances
- ▶ Assistance in calculating capital asset and related depreciation

UNACCEPTABLE WORK

If the Audit Firm’s audit reports are determined to be unacceptable by the School District the Audit Firm may, by written request, be required to re-audit at its own expense and submit a revised complete set of audit reports.

The School District reserves the right to reject the Auditor’s audit report for one (1) year after the school district has submitted the audit report to State and Federal agencies.

If the Audit Firm fails to comply with any of the terms of this proposal, the School District may terminate their contract.

FRAUD AND ILLEGAL ACTS

If, during the course of the examination, the auditors uncover indications of possible fraud or other illegal acts, the auditors shall immediately notify the applicable officers of the School District’s Board of Education and appropriate State and Federal agencies in writing. The auditors shall perform sufficient fieldwork to be able to clearly describe and document the situation.

ADVISORY ASSISTANCE

The Audit Firm shall be available to provide advisory assistance to the School District administration throughout the school year including but not limited to assistance with audits of State and Federal agencies. The School District will maintain their financial records and the Audit Firm will advise as may be necessary to enable the school districts to comply with the requirements of regulatory agencies.

The Audit Firm shall be available to provide year-end adjusting journal entries to district business services staff, assist in reconciling accounts as needed, and assist in the preparation of year-end financial statements and Annual Financial Reports as needed.

INSTRUCTIONS FOR SUBMITTING PROPOSALS

To be considered for selection, audit firm proposals for auditing services must be received in a sealed envelope clearly marked "Auditing Services Request for Proposal" no later than **1:00 PM on Friday, February 6, 2026** at:

Oregon Community Unit School District #220
ATTN: Audit Services Request for Proposal
206 S. 10th St.
Oregon, IL 61061

Five (5) copies of the proposal are to be submitted.

PROPOSAL FORMAT

To facilitate a uniform audit proposal review process and maximize comparability, it is required that the audit firms submitting proposals organize their proposal in the following manner:

1. Title Page
State that the document is a "Proposal for Audit Services" and list the following: date, audit firm name, local address, telephone number, and contact person.
2. Table of Contents
Identify the contents by section and page number.
3. Letter of Transmittal Limit to one to three pages)
Briefly state the proposer's understanding of the work to be done and make a positive commitment to perform the work within the required time period.

State the all-inclusive annual fee for the School District each fiscal year. Include hourly rates specifically for work beyond the scope of the audit proposal.

State the names of persons who will be authorized to make representations for the proposer, their titles, addresses, and contact information, including telephone numbers and email addresses.

Signature by an authorized officer of the firm.

4. Profile of the audit Firm
State whether your audit organization is national, regional, or local.

Indicate the number and level of people (partners, managers, supervisors, seniors, and other professional staff) from the closest office that will perform the audit(s).

Provide a reference list of public school district audit clients indicating the type of service performed, years of engagement, contact person, and phone number. (Limit to five closest references).

Include a copy of one of the reference's Comprehensive Annual Financial Report.

5. Summary of Proposer's Qualifications
Describe the public school audit experience of each person to be assigned to the audit. Include the position level held while on each audit. Indicate the time the senior auditor will be on-site. (Resumes may be included as an appendix).

6. Services to be Provided

Express agreement to meet the requirements of the engagement stated in the "Scope of Audits" section of this document.

Describe your firm's approach to the audit, including at least the following:

- ▶ Type of audit program used.
- ▶ Use of statistical sampling.
- ▶ use of computer audit specialists.
- ▶ Organization of the audit team and approximate time to be spend on the audit.
- ▶ Provide a sample "management letter."
- ▶ Provide a sample of a "district information or records request list."
- ▶ Provide a sample of an "annual comprehensive financial report."

7. Additional Information

Since information not specifically requested must not be included in the foregoing proposal sections, give any additional information considered essential to the proposal in this section, If there is no additional information to present, then state in this section, "There is no additional information we wish to present."

8. Confirmation of Due Diligence and Proposal Submission

9. Certificate of Eligibility to Contract

10. Certificate of Compliance with Illinois Drug-Free Workplace Act

11. Certificate Regarding Sexual Harassment Policy

12. Statement of Non-Discrimination

13. Non-Collusion Affidavit

EVALUATION OF PROPOSALS

The proposals will be reviewed and evaluated by a joint committee including:

- ▶ Dr. PJ Caposey - Superintendent, Oregon CUSD 220
- ▶ Dr. Bryan Wills - President, Oregon CUSD 220 Board of Education
- ▶ Other individuals as determined by the Superintendent or Board of Education

The top candidates may be invited to participate in oral interviews with the committee.

EVALUATION CRITERIA

Proposals will be evaluated on the following criteria:

- ▶ Understanding of the audit engagement;
- ▶ Accessibility and ability to respond to the School District needs in a timely manner;
- ▶ Acceptability of audit approach;
- ▶ References of the firm;
- ▶ Qualifications and technical experience of the firm in Illinois School District audits;
- ▶ Qualifications of assigned individuals in Illinois School District audits;
- ▶ Experience in ASBO's Certificate of Excellence in Financial Reporting Program;
- ▶ Experience and knowledge in working with the Illinois State Board of Education;
- ▶ Audit Schedule; and
- ▶ Fees.

NOTICE OF SELECTION

Audit firms submitting proposals will be informed of the committee's selection and the dates on which the Board will be asked to approve the audit selection on or before March 16, 2026.

Fieldwork can begin on a mutually agreed-upon date after the selection of the firm and approval by the applicable Board.

OREGON COMMUNITY UNIT SCHOOL DISTRICT #220

REQUEST FOR PROPOSAL FOR AUDITING SERVICES

For the Fiscal Years 2025-2026, 2026-2027, and 2027-2028

with an option to renew for fiscal years 2028-2029 and 2029-2030

CONFIRMATION OF DUE DILIGENCE AND PROPOSAL SUBMISSION

Name of Audit Firm	
Address	
Contact Person	
Telephone Number	
Website URL	

FIRST, the undersigned have carefully examined the Request for Proposal for Auditing Services in accordance with the specifications of the proposal and agree to furnish and perform the specified audit services for the Oregon Community Unit School District (the "School District") No. 220 within the time limits specified for the amounts indicated below.

SECOND, the following quotation prices are listed as firm for a period of ninety (90) days after the due date of this Request for Proposal.

THIRD, the audit firm agrees to maintain a record of their percent of audit time by Federal Program as a percent of total audit time so that the cost of the audit can be allocated to various Federal Programs.

FOURTH, if the audit firm, in addition to the specified audit services, performs services, the audit firm will supply time records and service descriptions to validate any invoiced charges.

FIFTH, the audit firm agrees to perform the specified audit services for the amounts quoted as follows:

Confirmation of Due Diligence and Proposal Submission

	FY2025-26	FY2026-27	FY2027-28	FY2028-29	FY2029-30
Oregon CUSD 220					
Annual Audit	\$	\$	\$	\$	\$
CAFR	\$	\$	\$	\$	\$

Note: The proposal shall contain a maximum fee for the fiscal year in accordance with the detailed description of services required. Audit firms have the flexibility to propose whatever method of the compensation would be to the best mutual benefit of the School District and the audit firm. An equitable adjustment in the proposed fee shall be negotiated if the costs or the time required for the performance

of the audit service is increased or decreased pursuant to a change in scope of the audit requested by the School District or provisions to the effect that in the event disclosures provided by the School District in the audit indicate extraordinary circumstances which warrant more intensive and detailed services, the firm shall provide all pertinent facts relative to the extraordinary circumstances together with the firm's estimate of the cost of additional services to the school district.

SIXTH, the audit firm's staffing fee structure, hourly rates, and other costs will be as follows:

Staffing Level	FY2025-26 Hourly Rate	FY2026-27 Hourly Rate	FY2027-28 Hourly Rate	FY2028-29 Hourly Rate	FY2029-30 Hourly Rate

Other Costs: (Please Describe)

By:

Company

Name (Printed)

Signature

Title

Date

(Notary Public Validation on Next Page)

State of Illinois
County of _____ .

On the _____ day of _____, 20____, before me personally appeared _____
_____, to me known to be the person(s) named herein and who executed the
foregoing Release and _____ acknowledged to me that _____
voluntarily executed the same.

My term expires _____, 20____.

Notary Public Signature

SEAL:

OREGON COMMUNITY UNIT SCHOOL DISTRICT #220

REQUEST FOR PROPOSAL FOR AUDITING SERVICES

For the Fiscal Years 2025-2026, 2026-2027, and 2027-2028

with an option to renew for fiscal years 2028-2029 and 2029-2030

CERTIFICATE OF ELIGIBILITY TO CONTRACT

That, pursuant to section 33E of the Illinois Criminal Code of 1961 as amended, _____ (Contractor) hereby certifies that neither he/she/it/they nor any of his/her/its/their partners, officers, or owners of the business have been convicted in the past five (5) years of the offense of bid-rigging under section 33 E of the Illinois Criminal Code of 1961 as amended; that neither he/she/it/they nor any of his/her/its/their partners, officers or owners have never been convicted of the offense of bid-rotating under section 33E-4 of the Illinois Criminal Code of 1961 as amended; and recognize that neither he/she/it/they nor any of his/her/its/their partners, officers or owners have ever been convicted of bribing or attempting to bribe an officer or an employee of the State of Illinois, or has made an admission of guilt of such conduct which is a matter of record.

By:

Company

Name (Printed)

Signature

Title

Date

State of Illinois
County of _____.

On the _____ day of _____, 20____, before me personally appeared _____, to me known to be the person(s) named herein and who executed the foregoing Release and _____ acknowledged to me that _____ voluntarily executed the same.

My term expires _____, 20____.

Notary Public Signature

SEAL:

OREGON COMMUNITY UNIT SCHOOL DISTRICT #220**REQUEST FOR PROPOSAL FOR AUDITING SERVICES****For the Fiscal Years 2025-2026, 2026-2027, and 2027-2028**

with an option to renew for fiscal years 2028-2029 and 2029-2030

**CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE
WORKPLACE ACT**

(Applicable only to contractors with 25 or more employees)

_____ (Contractor), having 25 or more employees, does hereby certify pursuant to Section 3 of the Illinois Drug-Free Workplace Act (30 ILCS 580/3) that (he, she, it, they) shall provide a drug-free workplace for all employees for all engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and further certifies, that (he, she, it, they) is/are not ineligible for award of this contract by reason of debarment for violation of the Illinois Drug-Free Workplace Act.

By:

Company

Name (Printed)

Signature

Title

Date

State of Illinois

County of _____.

On the _____ day of _____, 20____, before me personally appeared _____, to me known to be the person(s) named herein and who executed the foregoing Release and _____ acknowledged to me that _____ voluntarily executed the same.

My term expires _____, 20____.

Notary Public Signature

SEAL:

OREGON COMMUNITY UNIT SCHOOL DISTRICT #220

REQUEST FOR PROPOSAL FOR AUDITING SERVICES

For the Fiscal Years 2025-2026, 2026-2027, and 2027-2028

with an option to renew for fiscal years 2028-2029 and 2029-2030

CERTIFICATE REGARDING SEXUAL HARASSMENT POLICY

_____, (Contractor), does hereby certify pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that (he, she, it, they) has a written sexual harassment policy that includes, at a minimum the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under the State Law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

By:

Company

Name (Printed)

Signature

Title

Date

State of Illinois
County of _____.

On the _____ day of _____, 20____, before me personally appeared _____, to me known to be the person(s) named herein and who executed the foregoing Release and _____ acknowledged to me that _____ voluntarily executed the same.

My term expires _____, 20____.

Notary Public Signature

SEAL:

OREGON COMMUNITY UNIT SCHOOL DISTRICT #220**REQUEST FOR PROPOSAL FOR AUDITING SERVICES****For the Fiscal Years 2025-2026, 2026-2027, and 2027-2028**

with an option to renew for fiscal years 2028-2029 and 2029-2030

STATEMENT OF NON-DISCRIMINATION

_____ (Contractor) will provide equal employment opportunities to all persons regardless of their race, color, creed, religion, national origin, sex, sexual orientation, age, ancestry, marital status, arrest record, military status or unfavorable military discharge, citizenship status provided the individual is authorized to work in the United States, use of lawful products while not at work, being a victim of domestic or sexual violence, physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation, and other legally protected categories

By:

Company

Name (Printed)

Signature

Title

Date

State of Illinois
County of _____.

On the _____ day of _____, 20____, before me personally appeared _____, to me known to be the person(s) named herein and who executed the foregoing Release and _____ acknowledged to me that _____ voluntarily executed the same.

My term expires _____, 20____.

Notary Public Signature

SEAL:

OREGON COMMUNITY UNIT SCHOOL DISTRICT #220**REQUEST FOR PROPOSAL FOR AUDITING SERVICES****For the Fiscal Years 2025-2026, 2026-2027, and 2027-2028**

with an option to renew for fiscal years 2028-2029 and 2029-2030

NON-COLLUSION AFFIDAVIT

The submittal of a bona fide proposal affirms that no member, representative, or agent of the firm, company, corporation or partnership submitting the proposal has entered into any combination, collusion or agreement with any person regarding the price to propose by anyone in this proposal, or to anyone from the proposal, or to induce anyone to refrain from proposing; and that the proposal submitted is made without reference to any other proposal and without any other person related to this proposal. It is further affirmed that no person or persons, firms or corporations has, have, or will receive either directly or indirectly, any rebate, fee, gift, commission, or thing of value on account of such sale.

The Board of Education reserves the right to reject any or all proposals, to accept any proposal favorable to its interest, and to waive any informality.

By:_____
Company_____
Name (Printed)_____
Signature_____
Title_____
Date

State of Illinois
County of _____.

On the _____ day of _____, 20____, before me personally appeared _____
_____, to me known to be the person(s) named herein and who executed the
foregoing Release and _____ acknowledged to me that _____
voluntarily executed the same.

My term expires _____, 20____.

Notary Public Signature

SEAL:

FIRMS DIRECTLY INVITED TO COMPLETE PROPOSAL

All Others Are Welcome to Submit

Miller, Cooper, & Co., Ltd.

3 Parkway North Boulevard, Ste. 200, Deerfield, IL 60015

Eccezion

5400 West Elm Street, Ste. 203, McHenry, IL 60050

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1415 W. Diehl Rd., Ste. 400, Naperville, IL 60563

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Wipfli LLP

403 E 3rd St., Sterling, IL 61081

Benning Group LLC

6815 Weaver Rd Suite 300, Rockford, IL 61114

Baker Tilly Virchow Krause, LLP

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Crowe Horwath LLP

1 Mid America Plaza, PO Box 3697, Oak Brook, IL 60523

Mathieson, Moyski, Austin & Co., LLP

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1875 Hicks Rd., #A, Rolling Meadows, IL 60008

Lauterback & Amen, LLP

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