

Request for Proposal: Financial Audit Services

Entity: Brabeion Academy

Fiscal Year: July 1, 2026 – June 30, 2027

Proposal Due Date: May 1, 2026 17:00 MDT

1. Purpose

Brabeion Academy is seeking proposals from qualified Certified Public Accounting firms to perform the annual audit of its financial statements for the fiscal year ending June 30, 2026.

2. Scope of Work

The audit must be conducted in accordance with:

- Generally Accepted Auditing Standards (GAAS).
- Government Auditing Standards (Yellow Book).
- Idaho Code § 33-701 (Annual audit requirements for school districts/charters)
- Requirements for a Single Audit (Uniform Guidance), if federal expenditure thresholds are met.

Deliverables:

- Audited Financial Statements and Management Letter.
- Presentation of findings to the Board of Trustees.
- Assistance with filing the audit report with the Idaho State Department of Education by the October 15 deadline.

3. Timeline

- Fieldwork: To be completed by September 1, 2027.
- Draft Report: Due to School Leadership by September 30, 2027
- Final Report: Due to Board/State by October 15, 2027.

4. Proposal Requirements

Please provide a concise response including:

- Firm Profile: Experience with Idaho charter schools or LEAs.
- Audit Team: Names and resumes of the partner and manager assigned to the engagement.
- Methodology: Brief description of your audit approach and use of technology.

- Fees: A fixed, "not-to-exceed" fee for the FY2027 audit. (Optionally, provide quotes for 2 additional years).
- References: Contact info for three (3) similar Idaho education clients.

5. Submission Instructions

Submit proposals via email to:

Bobbie Gregory, Board Clerk, bobbie.gregory@brabeion.org

6. Evaluation Criteria

Proposals will be evaluated using the following criteria:

- Experience with Idaho public school finance. (20%)
- Ability to meet the October 15 statutory deadline. (30%)
- Technical expertise of the assigned staff. (20%)
- Total Cost. (30%)