



Effingham County Board
101 N. 4th Street, Suite 301, Effingham, IL
217.342.4990

REQUEST FOR QUOTES FOR PROFESSIONAL AUDIT SERVICES

Introduction

You may review this request on the Effingham County website at <https://effinghamcountyl.gov/>, and you may review the 2024 audit on the website as well. Effingham County, Illinois is accepting Requests for Quotes from qualified firms of certified public accountants to audit the financial records and the financial processes of and to create the annual financial statements for:

1. Effingham County, herein referred to as County,
2. Effingham County Circuit Clerk, herein referred to as Circuit Clerk
3. Section 5311 Grant Award for Effingham County Public Transportation,
4. Illinois Downstate Operating Assistance Program Grant for Effingham County Public Transportation,
5. Effingham County Health Department
6. Effingham County American Rescue Plan Act

for the fiscal years of 2025, with optional renewals for 2026, and 2027. The County's fiscal year begins December 1 and ends on November 30. An extension of the contract is solely at the discretion of the County.

There is no expressed or implied obligation for the County to reimburse responding firms for any expenses incurred in preparing quotes in response to this request.

Qualifications to bid,

1. GATA experience with supporting references,
2. Prior experience in Illinois local government audits,
3. A minimum of 5 years' experience in auditing
4. Experience in preparation and transmission of local government audits to the State of Illinois within the last 2 years

5. The audit shall be conducted under the supervision of a licensed Certified Public Accountant experienced and knowledgeable in Illinois County Auditing. The senior field auditor shall have no less than 3 years' experience in supervising a County Audit,
6. The firm must have demonstrated efforts to keep its staff current in the industry and in governmental organizations by active participation in such organizations,
7. The firm must be a member of AICPA, the AICPA Governmental Audit Quality Center, and the Illinois CPA Society,
8. The auditor shall not have a record of substandard work. The quote must disclose any enforcement action to which the firm has been subjected during the past three years or which is in progress,
9. The firm must provide the name and phone number of the units of local Illinois Government they have provided audits for in the past two years that are similar in scope and reporting as those required by Effingham County

To be considered, one original and ten copies of a quote must be received by 4PM on August 11, 2025, and sent to

Effingham County Board Office
Suite 301,
101 N Fourth St.
Effingham, Illinois 62401

The County reserves the right to reject any or all quotes submitted. The County Board will make the final selection for all areas.

During the evaluation process the county reserves the right to request additional information or clarifications, or to allow corrections of errors or omissions. Firms may be requested to make oral presentations to the County Board or the Tax and Finance Committee as part of the evaluation process.

The County reserves the right to retain all quotes submitted and to use any ideas in a quote regardless of whether that quote is selected. Submission of a quote indicates acceptance by the firm of the conditions contained in their request for quotes, unless clearly and specifically noted in the quote submitted and confirmed in the contract between the County and the firm selected.

All work subject to Illinois laws regarding labor and reporting.

(Note Attachments A, B, and C should include supervisory staff qualifications and experience, Similar engagements with other government entities references, and Firms audit methodology, respectively.)

ATTACHMENT D

TOTAL ALL INCLUSIVE MAXIMUM PRICE (all amounts in U.S. Dollars)

	Fiscal Years		
	2025	2026	2027
Effingham County	_____	_____	_____
Circuit Clerk	_____	_____	_____
Central Ill Public Transit	_____	_____	_____
Effingham Co. Budget	_____	_____	_____
TOTAL (annual)	_____	_____	_____

Additional Suggested Reports or services not currently provided in annual financial reports and audits:

Description	2025	2026	2027
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FIRM SUBMITTING QUOTE _____

Signature of Authorized Representative

Title

Name of Authorized Representative

Date