



COMMISSIONERS COURT CONTRACT FORM

CONTRACT SUMMARY

GRANTS - Approve and authorize the County Judge to sign an agreement in the amount of \$8,000 to \$10,000 with Gibson, Ruddock, Patterson, LLC to perform audit work needed to complete the required Independent Auditor Statement for Financial Data (IAS-FD) for the National Transit Database (NTD) in connection with various transit grants. Funding is available in SG-GRURALF24-OPERATING EX. Subject to County Attorney approval. Contract No. 2025-0277.

ADDITIONAL BACKGROUND:

The County has various grants with the Federal Transit Administration (FTA). FTA requires that an independent auditor review certain reporter types and provide an IAS. An IAS is a letter that an official representative that an independent public accountant signs. The independent auditor must confirm the transit agency data conforms to NTD requirements.

Title 49 U.S.C. 5335(a) states the NTD is to help meet the needs of individual public transportation systems, the United States Government, State and local governments, and the public for information on which to base public transportation service planning, the Secretary shall maintain a reporting system, using uniform categories to accumulate public transportation financial, operating, geographic service area coverage, and asset condition information and using a uniform system of accounts. The reporting and uniform systems shall contain appropriate information to help any level of government make a public sector investment decision. The Secretary may request and receive appropriate information from any source.

This will be an annual audit requirement with the cost as an eligible expense for funding by the grants received. This agreement is only for FY2024. Purchasing has approved GRP as a single source provider. Future years will be included in the financial audit RFP to be issued this year.

FISCAL IMPACT:

\$8,000 – \$10,000

PRIOR COURT ACTION:

None

RECOMMENDATION:

BASIC CONTRACT DETAILS

CONTRACT NO.: 2025-0277

CONTRACT TITLE: External Auditing Services / IAS/ Engagement Letter

SECOND PARTY: Gibson, Ruddock, Patterson, L.L.C.
CONTRACT TYPE: Professional Services

TERM AND BUDGET DETAILS

TERM: One-Time/One-Shot
EXTENSION OPTIONS: N/A - None Available/Remaining
EFFECTIVE DATE: 3/31/2025
MOD EFFECTIVE DATE (If Applicable):
EXPIRATION DATE: 06/01/2025
MOD EXPIRATION DATE (If Applicable):
EXTENSION DEADLINE DATE (If Applicable):
AMOUNT: 10,000.00
MOD AMOUNT (If Applicable):

APPROVALS

COUNTY ATTORNEY APPROVAL

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY: Eric Bauer
LEGAL REVIEW: Approved as to Form as Submitted
LEGAL REVIEW NOTES (If Applicable):
DATE: 3/19/2025

DIRECTOR/DEPARTMENT HEAD APPROVAL

The undersigned hereby certifies that he/she has read the contract, understands and approves the contract terms and conditions and further certifies that the contract conforms to the bid specification, if any, and acknowledges that he/she is responsible for administering all terms and conditions.

DIRECTOR/DEPARTMENT HEAD/DESIGNEE: Barbara A. Parker
DEPARTMENT CONTACT: Barbara Ann Parker
DEPARTMENT: County Auditor
DATE: 03/19/2025