

Audit Proposal Rubric

Criteria	Capin Crouse	Keller Owens	Clifton Larson Allen	Moss Adams
Compliance and Qualifications	20	20	20	20
Audit Approach and Methodology	25	25	25	10
Team Expertise and Staffing	15	10	10	10
References and Reputation	15	8	10	5
Technology and Innovation	10	10	10	10
Cost and Fee Structure	13 (\$34,750)	15 (\$31,050 + travel)	2 (\$61,950)	2 (\$60k+)
Proposal Presentation and Clarity	10	5	10	0
Response to Clarifications	5	5	5	5
Additional Considerations	5	2 (steep learning curve)	2 (steep learning curve)	2 (steep learning curve)
Overall Impression	5	5	5	3
TOTAL	123	105	99	70



- **Compliance and Qualifications (20 points)**
 - Adherence to RFP instructions and format (5 points)
 - Legal and regulatory compliance (5 points)
 - Firm qualifications and experience (10 points)
- **Audit Approach and Methodology (25 points)**
 - Understanding of the organization's industry and operations (5 points)
 - Clarity of audit approach and methodology (10 points)
 - Risk assessment and control evaluation (10 points)
- **Team Expertise and Staffing (15 points)**
 - Qualifications and experience of key team members (8 points)
 - Staffing levels and availability (7 points)
- **References and Reputation (15 points)**
 - Client references and testimonials (8 points)
 - Reputation in the industry (7 points)
- **Technology and Innovation (10 points)**
 - Use of technology in the audit process (5 points)
 - Innovative practices and tools (5 points)
- **Cost and Fee Structure (15 points)**
 - Transparency and clarity of the fee structure (8 points)
 - Overall cost competitiveness (7 points)
- **Proposal Presentation and Clarity (10 points)**
 - Clarity of communication and presentation (5 points)
 - Overall professionalism of the proposal (5 points)
- **Response to Clarifications (5 points)**
 - Responsiveness and clarity in addressing clarification queries (5 points)
- **Additional Considerations (5 points)**
 - Any additional factors deemed important by the evaluation team (5 points)
- **Overall Impression (5 points)**
 - General impression of the proposal's quality and suitability (5 points)