MEMORANDUM

TO: Board of Directors, Massachusetts School Building Authority
FROM: James A. MacDonald, First Deputy Treasurer, Chief Executive Officer
Mary L. Pichetti, Executive Director, Deputy Chief Executive Officer
DATE: February 17, 2026
RE: Recommendation to Execute Master Services Agreements for External Audit Services

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On December 15, 2025, the Massachusetts School Building Authority ("MSBA") issued a Request for Responses ("RFR") from firms qualified to provide external audit services to the MSBA. The MSBA posted the RFR on the MSBA's website, on COMMBUYS, a web-based market center for the Commonwealth, and advertised the RFR in the Goods and Services Bulletin.

In accordance with the MSBA's procurement policies, four MSBA staff members were appointed to serve on the Procurement Management Team ("PMT"). The PMT included Michael Rodino, Miriam Vazquez, Julie Leonard and Sharon George. Siobhan Tolman participated in providing guidance to the PMT.

The MSBA received four responses prior to the January 12, 2026 deadline from the firms of Berry, Dunn, McNeil & Parker LLC, CBIZ, CliftonLarsonAllen LLP, and RSM US LLP. The Phase One review was based on the completeness of the Responses and determined all Responses would be advanced to the Phase Two review. The PMT completed the Phase Two review. The Phase Two review and score card was based on the following evaluation criteria that was included in the RFR:

- Qualifications of Firm and Personnel
- Audit Work Plan
- Proposed Overall Approach
- Supplier Diversity Program
- Invest in Massachusetts

On January 22, 2026, the PMT met to review, discuss, and score the Responses based on the evaluation criteria listed above. The PMT conducted a thorough evaluation and discussion of the responses and, by consensus, determined the following scores based on their assessment.

Firms	Phase II Review Scores
CliftonLarsonAllen LLP	105
Berry, Dunn, McNeil & Parker LLC	100
CBIZ	85
RSM US LL	85

The PMT unanimously agreed to request virtual presentations from all four of the Respondents in accordance with the RFR. As part of the virtual presentation process, the PMT prepared questions to send to the Respondents to address during their virtual presentations.

Subsequently, virtual presentations were performed by all Respondents via Microsoft Teams on the following dates:

- Wednesday, January 28, 2026, by Berry, Dunn, McNeil & Parker LLC
- Thursday, January 29, 2026, by CliftonLarsonAllen LLP
- Thursday, January 29, 2026, by RSM US LLP
- Thursday, January 29, 2026, by CBIZ

Following Respondent presentations, the PMT reconvened on January 29, 2026, and January 30, 2026, to discuss the Phase Two evaluation of the Respondents, including the virtual presentations and their responses to the questions posed. Based on their performance, the PMT assigned presentation scores by consensus. The final scores are presented below.

Firms	Phase II Review Scores
CliftonLarsonAllen LLP	105
RSM US LL	95
Berry, Dunn, McNeil & Parker LLC	85
CBIZ	85

After completing the Phase Two evaluation, the PMT unanimously agreed that CLA would provide the best overall value and best meet the business needs of the MSBA. The PMT recommends entering into a Master Services Agreement with CLA for a term of three years with two one-year options to renew, under the same terms and conditions, at the discretion of the MSBA.

Recommendation: Authorize the Executive Director to enter into a Master Services Agreement with CLA to perform the MSBA's annual financial audit, including the preparation of the *Independent Auditor's Report on the Financial Statements and Required Supplementary Information*, for the fiscal years 2026 through 2030. The Master Services Agreement will be for an initial three-year term with two one-year options to renew, at the MSBA's discretion, under the same terms and conditions.

The value of the contract may exceed $250,000 during the term of the proposed agreement. Therefore, pursuant to the MSBA's By-laws, the Board must authorize the Executive Director to enter into agreements that exceed this amount.