

**DRAFT****RESOLUTION 20xx-xxx**

**RESOLUTION SELECTING AND AUTHORIZING AN AGREEMENT WITH TAP INTERNATIONAL, INC. FOR AS-NEEDED INTERNAL AUDIT SERVICES FOR AN AMOUNT NOT TO EXCEED \$300,000 AND A DURATION OF FIVE YEARS. FISCAL YEAR 2023 FUNDS ARE BUDGETED. FUNDS REQUIRED FOR FUTURE FISCAL YEARS WILL BE BUDGETED IN THE APPROPRIATE YEAR, SUBJECT TO BOARD APPROVAL UPON ADOPTION OF EACH FISCAL YEAR'S BUDGET.**

**WHEREAS**, the San Diego Unified Port District (District) is a public corporation created by the legislature in 1962 pursuant to Harbors and Navigation Code Appendix 1, (Port Act); and

**WHEREAS**, the Port is strategically changing processes in the way it conducts business using innovative thinking and technology and this approach requires the application of new skillsets and assurances over Port processes/procedures; and

**WHEREAS**, risks associated with a dynamic business environment create an increased need for consistent audit coverage related to strategic processes and initiatives; and

**WHEREAS**, pursuant to BPC Policy No. 110, the Port Auditor's Office issued Request for Qualifications (RFQ) #17-68CH on March 29, 2022, seeking qualified firms to provide as-needed internal audit services, and five submittals were received during the 30-day advertisement period; and

**WHEREAS**, this agreement for as-needed internal audit services will supplement internal staff in order to adequately address the Port's routine audit areas and sufficiently provide coverage of new Port-wide processes and initiatives; and

**WHEREAS**, three firms were interviewed by an evaluation panel of District staff representing the Office of the Port Auditor, Government and Civic Relations, and Procurement, and based on this evaluation process, staff recommends Board approval of an as-needed agreement with TAP International, Inc.; and

**WHEREAS**, on September 22, 2022, the Audit Oversight Committee also voted to recommend the agreement with TAP International, Inc. for Board approval.

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**NOW, THEREFORE, BE IT RESOLVED** by the Board of Port Commissioners of the San Diego Unified Port District, as follows:

That the Port Auditor or his designated representative is hereby authorized on behalf of the San Diego Unified Port District to execute an agreement with TAP International, Inc. for as-needed internal audit services for an amount not to exceed \$300,000 and a duration of five years.

APPROVED AS TO FORM AND LEGALITY:  
GENERAL COUNSEL

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By: Assistant/Deputy

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 11<sup>th</sup> day of October 2022, by the following vote: