



REQUEST FOR PROPOSAL (RFP)

External Audit Services

Issued by: Ontario Association of Police Governance operating as Police Governance Ontario (PGO)

1. Introduction

PGO is inviting qualified and independent auditing firms to submit proposals for the provision of external Review Engagement services. The selected auditor will be responsible for conducting an annual Review Engagement and providing an objective assessment of PGO's financial statements and internal controls.

2. Organizational Overview

PGO supports police service boards through education, guidance, advocacy, and sector leadership. The organization operates in compliance with applicable regulatory and financial reporting standards and is committed to transparency, accountability, and strong governance practices.

3. Purpose of the RFP

The purpose of this RFP is to:

- Engage a qualified external Review Engagement auditor
- Ensure compliance with applicable accounting standards
- Enhance financial accountability and reporting transparency
- Obtain independent assurance on financial statements

4. Scope of Work

The selected firm will be expected to:

- Conduct an annual Review Engagement of PGO's financial statements
- Evaluate internal financial controls and risk management processes
- Ensure compliance with applicable accounting standards
- Provide Review Engagement opinions and management letters
- Present findings to the Board
- Offer recommendations for improvements in financial processes

5. Term of Engagement

The engagement is expected to begin January 2027 and continue for a period of 1 year (renewable) subject to annual review and renewal based on performance.



6. Proposal Requirements

Interested firms must include the following in their proposal:

- Firm profile and qualifications
- Relevant experience (particularly with similar organizations)
- Proposed Review Engagement approach and methodology
- Team composition and credentials
- Timeline for Review Engagement completion (Our AGM is last week of May of each year)
- Fee structure (including any additional costs)
- References from current or past clients

7. Evaluation Criteria

Proposals will be evaluated based on:

- Experience and qualifications of the firm
- Understanding of the scope and organizational needs
- Review Engagement methodology and approach
- Cost-effectiveness
- References and past performance

8. Submission Instructions

Proposals must be submitted by:

Deadline: Friday May 22, 2026

Submission Method: Email

Contact Person: Holly Doty, Administration & Operations Officer

Contact Email: holly@policegovernanceontario.ca

Late submissions may not be considered.

9. Questions and Clarifications

All inquiries regarding this RFP should be directed to the contact person listed above no later than Tuesday May 19, 2026.



10. Confidentiality

All information provided by PGO must be treated as confidential and used solely for the purpose of preparing a response to this RFP.

11. Reservation of Rights

PGO reserves the right to:

- Reject any or all proposals
- Request additional information from respondents
- Negotiate terms with the selected firm
- Cancel or modify this RFP at any time

12. Acceptance of Terms

Submission of a proposal indicates acceptance of the terms and conditions outlined in this RFP.