

**University Medical Center Management Corporation**  
**(A Major Affiliate of LSU Pursuant to La. R.S. 17:3390)**

**Request for Proposals**  
**for**  
**Independent Auditing Firms**

**April 27, 2012**

***Background***

This Request for Proposal (the "**RFP**") is made by the Board of Directors (the "**Board**") of University Medical Center Management Corporation (A Major Affiliate of LSU Pursuant to La. R.S. 17:3390), a Louisiana nonprofit corporation (the "**Company**"), in connection with the LSU affiliated academic medical center project now under construction in New Orleans, Louisiana (the "**UMC**").

The role of the Company in connection with the UMC was established pursuant to that certain Memorandum of Understanding dated August 28, 2009, among the Board of Supervisors of Louisiana State University and Agricultural and Mechanical College ("**LSU**"), Louisiana Department of Health and Hospitals ("**DHH**"), Louisiana Division of Administration ("**DOA**") and Administrators of the Tulane Educational Fund, as amended by amendment thereto dated March 2, 2010 (the "**MOU**"). A copy of the MOU and other information relating to the UMC project is available on the [newhospital.org](http://newhospital.org) website.

The UMC was designed under the direction of the Louisiana Division of Administration, and construction work is underway to replace Charity Hospital (destroyed by Hurricane Katrina on August 29, 2005) with quality, sustainable patient care facilities integrated with university teaching and research.

***Scope of Engagement***

By resolution adopted at its meeting on March 1, 2012, as clarified at its meeting on April 12, 2012, the Board has authorized this RFP and is seeking proposals for an interim engagement from independent auditing firms with healthcare auditing experience and with resources capable of providing the services in a timely manner. The engagement is limited to the audit of the Company's financial statements and issuance of an independent auditor's report for the fiscal year ending December 31, 2011, and possibly for subsequent years prior to the opening of UMC. The report must meet the requirements of La. R.S. 24:513. The initial auditor's report will be required no later than August 15, 2012. To date, the cooperative endeavor agreement contemplated by the MOU (the "**CEA**") has not been executed and the Company will not assume management of the UMC until construction is complete and the CEA is executed. The engagement will also include preparation of tax returns for the Company for the period of the engagement.

An Evaluation Panel composed of members of the Board has been appointed by the Chairman of the Board to assess the proposals received in response to the RFP and make recommendations to the Board with respect thereto (the "**Evaluation Panel**").

### ***Criteria***

- Prior healthcare auditing experience.
- Prior experience in preparing audit reports in accordance with La. R.S. 24:513.
- Reputation and credibility.
- Three to five relevant and current references.
- Free of conflicts of interest as defined and acceptable to the full Board.

### ***Key Elements of Response***

1. Demonstrate an understanding of this RFP.
2. Approach and timing.
3. Staffing.
4. Fees and expenses.
5. Engagement Examples and References:
  - a. Provide three (3) to five (5) engagement summaries for similar engagements, with the entities name, date of the engagement and the results.
  - b. Provide three (3) current clients with their contact information and summary of your role, with dates, whom may be contacted.
6. Contact information for authorized representative/team leader.
7. Any other factors for consideration.

### ***Proposer Instructions***

1. Proposal responses are due on May 16, 2012, by Noon, Central daylight time (CDT). One signed original, with twelve (12) copies, and one proposed engagement letter.

Proposals to be delivered to:

Suzanne Landry  
445 North Blvd., Suite 300  
Baton Rouge, LA 70802  
Re: UMC

## **No Contact or Lobbying**

Other than at meetings at which they are invited to ask questions or make presentations, from the date this RFP is issued until a contract is awarded or other decision is made, no contact related to the RFP will be allowed between a proposer and any other party for the purpose of influencing the Evaluation Panel's recommendation or the decision of the Board, with the exception of the Evaluation Panel's designee, Suzanne Landry. Any unauthorized contact may disqualify the proposer from further consideration.

## **Confidentiality of RFP Process**

Each potential proposer is provided with the same information and is subject to the same requirements and deadline in order to provide the same opportunity to all. To preserve the integrity of this highly controlled process, all who are involved, either directly or indirectly, must keep all aspects of the process and the proposals confidential. Only the designee of the Evaluation Panel may communicate with potential proposers. Proposals are not available for review by anyone, other than the Evaluation Panel and the other members of the Board, until after the award or other decision is made.

2. The Evaluation Panel's representative will be available by telephone to answer questions from potential proposers during the week of May 7, 2012. If a potential proposer would like to schedule a telephone call during that week, please contact Suzanne Landry by email ([Suzanne@kswb.com](mailto:Suzanne@kswb.com)) to confirm a day and time and we will provide call-in information.
3. Finalists will be notified on June 8, 2012. All finalists should be prepared to make formal presentations and answer questions from the Evaluation Panel in New Orleans, Louisiana on July 12, 2012. Details on the location, time and agenda for the presentations will be provided on July 2, 2012.
4. It is currently anticipated that notification to award will be sent to the identified authorized representative/team leader via email, on July 13, 2012.
5. The final decision will be made by the Board which reserves the right to negotiate the scope of work, timelines and fees.