



Kansas City Streetcar Authority Request for Proposal (RFP)

Audit and Tax Services

Introduction

The Kansas City Streetcar Authority (KCSA) is soliciting proposals from qualified, certified public accounting firms to provide independent audit and tax services for the fiscal year beginning May 1, 2025, and ending April 30, 2026, with the potential for additional years. This Request for Proposal (RFP) is intended to identify a firm that not only meets the technical requirements of providing audit and tax services but also demonstrates a strong understanding of public-sector and nonprofit operations, transit-oriented entities, and stakeholder accountability.

The KCSA seeks to engage a firm that can deliver high-quality, timely, and transparent audit and tax services while serving as a trusted advisor to management and the Board of Directors. This RFP will remain posted on the KC Streetcar website for an extended period until a firm is selected.

Overview of the Kansas City Streetcar

The Kansas City Streetcar is a modern streetcar system that spans more than 6 miles from the River Market to the South Plaza Kansas City, Missouri. Operated by the KCSA, the system provides fare-free public transportation along a growing route that connects residential neighborhoods, employment centers, cultural destinations, and entertainment districts.

Since beginning operations, the KC Streetcar has been recognized nationally for its strong ridership, economic development impact, and accessibility. The system supports mobility, reduces transportation barriers, and plays a key role in advancing equitable access to transit. In addition to daily operations, KCSA oversees capital expansion projects, coordinates with municipal and regional partners, and manages public funding sources dedicated to transit operations and infrastructure.

Scope of Services

The selected firm will be expected to provide the following services:

Audit Services

- Perform an annual independent audit of KCSA's financial statements in accordance with generally accepted auditing standards (GAAS) and applicable governmental and nonprofit accounting standards.
- Coordinate audit planning and fieldwork with KCSA management to minimize disruption to daily operations.

- Complete the audit in sufficient time to allow for presentation of the audited financial statements to the KCSA Board of Directors no later than **November 1, 2026**.
- Prepare and present required communications to KCSA management and the Board of Directors, including any required governance letters.

Tax Services

- Prepare the KCSA's annual IRS Form 990 and any other required federal, state, or local informational filings.
 - Coordinate review and approval of Form 990 with management prior to filing.
 - File the completed Form 990 in a timely manner in compliance with all applicable deadlines.
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Key Contact

All communications regarding this RFP should be directed to:

Nial Champ

Finance Manager, Kansas City Streetcar Authority

Phone: 816-627-2529

Email: finance@kcstreetcar.org

Responding to this RFP

Please include the following information in your proposal:

1. Detail your firm's experience in providing audit and tax services to organizations in the nonprofit sector, as well as organizations of a comparable size to the Kansas City Streetcar.
2. Identify and provide personnel summaries for all critical members who will be assigned to our engagement if your firm is successful in its bid. Discuss commitments you will make to staff continuity, including your staff turnover experience in the past three years.
3. Describe how your firm will approach the audit of our organization, including the use of any association or affiliate member firm personnel. Also discuss the firm's use of technology in the audit.
4. Discuss the timeline for completion of the audit and tax return and the communication of any issues.
5. Discuss your firm's approach to providing technical advice and guidance during and outside of the services provided.
6. Set forth your fee proposal for audit and tax services, with whatever guarantees can be given regarding increases in future years.
7. Provide a list of representative clients, as well as the names and contact information for three similarly sized clients which we may contact for reference purposes.

8. Describe what distinguishes your firm from other firms and why your firm would be a good fit for this organization's audit.
 9. Include a copy of your firm's most recent peer review report, the related letter of comments, and the firm's response to the letter of comments.
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Evaluation of Proposals

The factors and considerations used to evaluate proposing sponsors include the following:

- The vendor's completeness of the proposal
- Demonstrated experience and staff qualifications
- Communication practices and overall fit with the authority
- Overall cost of the vendor's proposal
- Timeframe for completing the project

Selection Process

Selection of proposals will be at the sole judgment of KCSA. KCSA will consider all parts of the proposal collectively but place an emphasis on evaluation factors and considerations outlined in the previous section.

The selection process may include an interview session. KCSA will select the respondent that best satisfies the requirements in the RFP and the expectations of KCSA and at the best value to KCSA. Selection may not be the proposal with the lowest cost. Respondents may not contest for any reason the contractor selection by KCSA.

Selection does not guarantee a contract. After selection, the contractor and KCSA will discuss and agree on final scope of work and final contract amount and terms of the contract. If the contractor and KCSA fail to reach an agreement, KCSA is free to select from remaining available respondents, cancel the RFP, or issue an additional Request for Qualifications.

Submission of Proposals

Respondents are encouraged to submit proposals electronically via email. Proposals must be received no later than **April 30, 2026 at 11:59 am**.

Questions regarding this RFP should be directed to:

Nial Champ. Email: finance@kcstreetcar.org Phone: 816-627-2529

The Kansas City Streetcar Authority appreciates your interest and looks forward to reviewing your proposal.