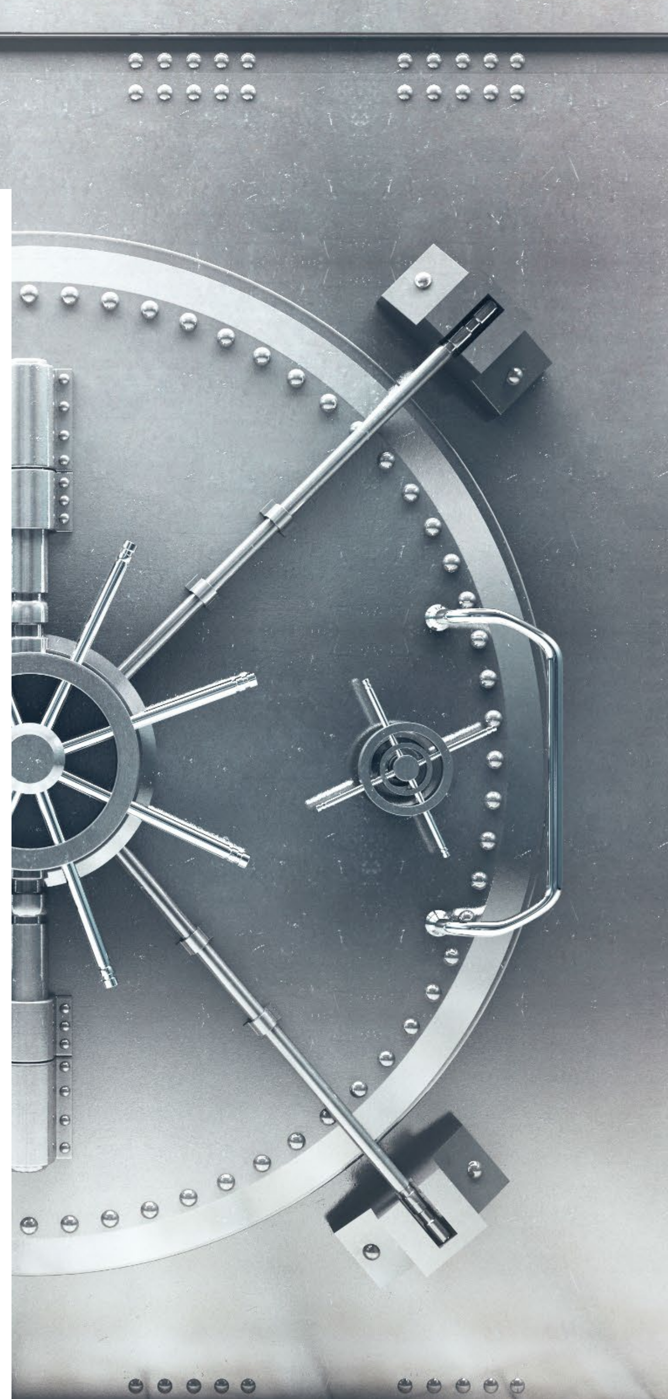
Request for Proposal

Financial Auditor Services

RFP#: 2026-02



RFP RELEASE:

SEPTEMBER 1, 2026

Interested parties are encouraged to visit the WCI, Inc. website for more information about our services, and to subscribe to the electronic mailing list.

WCI, Inc.

Western Climate Initiative, Inc.

1. Background

1.1. Western Climate Initiative, Inc. Overview

WCI, Inc. is a 501(c)(3) non-profit corporation incorporated in Delaware that provides administrative and technical services to support the implementation of greenhouse gas emissions trading programs of its “Participating Jurisdictions”.

WCI, Inc. is fully funded and directed by the jurisdictions using its services. The WCI, Inc. Board of Directors currently includes officials from the States of California and Washington, as well as the Canadian province of Québec (each a “Participating Jurisdiction” and, collectively, the “Participating Jurisdictions”). Furthermore, since the fall of 2024, WCI, Inc. has worked with New York State to support the planning for platforms that could support a future cap-and-invest program.

WCI, Inc.’s fiscal year is from January 1st to December 31st. Prior annual audit opinions and filed tax forms since 2012 are available on WCI, Inc. Website.

WCI, Inc.’s head office is located in Sacramento, California. WCI, Inc. also maintains an office in Quebec City, Québec, and is registered as a non-resident non-profit corporation operating in Canada.

1.2. Scope of Services

The purpose of this engagement is to provide independent financial auditor services directly to the WCI, Inc. Audit Committee. As defined in the Audit Committee Charter:

> *The Committee shall be directly responsible for the appointment, compensation and oversight of the work of the independent auditor. The independent auditor shall report directly to the Committee.*

The auditor’s primary task will include the following:

- Audit the corporation’s annual financial statement and provide a formal written opinion.
- Review the corporation’s United States (federal and state) and Canadian (federal and provincial) tax filings and provide written comments, including recommendations for improvements or corrections that fall within an auditor’s purview.

The written results of the audit and review will be provided directly to the Committee. At the request of the Committee, the auditor will attend Audit Committee meetings (via teleconference) to present the findings and answer questions.

At the direction of the Committee, the auditor may also be asked to perform the following:

- Review the integrity of the Corporation’s internal and external financial reporting processes, and the Corporation’s internal financial controls.
- Review and suggest any changes in the Corporation’s auditing and accounting principles and practices.
- Other services or reports as appropriate to support the auditing and accounting matters of the Corporation.

2. Period of Engagement

The period of engagement is for one year, with the option to extend the agreement annually. The planned start date for the work is January 1, 2027.

3. Proposal Instructions

3.1. Purpose of the RFP

This Request for Proposals (RFP) presents the questions for which your answers will provide the information that WCI, Inc. will use in selecting an auditor. Please answer these as completely as possible and include any additional information you feel is appropriate or necessary.

3.2. Communications Regarding this RFP

Firms are to direct all communications regarding this RFP to:

Eric Turcotte

Phone: 418.209.8079

Email: rfp@wci-inc.org

3.3. Selection Process Schedule

Events	Date
RFP Issue Date	September 1, 2026
RFP Responses Due No Later Than	October 6, 2026, 5:00 p.m. Pacific
Qualified Finalists Presentation to the Audit Committee	Week of October 19, 2026, 9:00 a.m.–2:00 p.m. Pacific (exact dates and time to be confirmed)
Award of agreement	November 3, 2026 (estimated date)

3.4. Responses to RFP and Confidentiality

Responses to this RFP must be received no later than 5:00 p.m. Pacific on October 6, 2026. Please send an electronic copy to Eric Turcotte at the e-mail addresses in Section 3.2. Include all supporting materials and documentation with the response.

Upon proposal opening, all materials submitted in response to this RFP will become the property of WCI, Inc. and shall not be returned. A respondent has no right to audit any proposal made by any other respondent. All submitted materials will be held in confidence subject to applicable laws.

The successful respondent's entire proposal, with the exception of confidential business information (to be determined by joint agreement between WCI, Inc. and the Contractor) shall be a public document following execution of a contract with WCI, Inc.

3.5. Joint Proposals or Subcontractors

WCI, Inc. welcomes joint proposals or proposals to use subcontractors, e.g., for international coverage. Each proposal must have a single lead respondent with whom WCI, Inc. could enter into a contract for the full scope of work. Proposers have three (3) options when submitting a Proposal in response to this RFP:

1. Submit a Proposal to provide the full scope of Financial Auditor Services including the audit and opinion on the corporation's annual financial statement in the United States, the review of the corporation's tax filings in the United States (federal and state) and Canada (federal and provincial), and the validation of the French translation of the audit opinion.
2. Partner with another entity where one entity provides the full scope of Financial Auditor Services in the United States and the other entity reviews the Canadian (federal and provincial) tax filings and validates the French translation of the audit opinion.
3. Submit a Proposal to provide the full scope of Financial Auditor Services only in the United States or only complete the review of Canadian (federal and provincial) tax filings and the validation of the French translation of the audit opinion. However, if this occurs and the Proposer is ultimately awarded the contract under this RFP for services in only one country, the Proposer must be able to coordinate services and cooperate with the other Proposer(s) awarded a contract for services of the other country.

3.6. Reservations

WCI, Inc. reserves the right to cancel this RFP in whole or in part at any time. WCI, Inc. may modify the RFP up until the final date for proposal submission/receipt by WCI, Inc., identified in Section 3.3, Selection Process Schedule, by the issuance of a notice posted on the WCI, Inc. website. Proposals received after the final date and time for submission/receipt by WCI, Inc. may be considered at WCI, Inc.'s discretion. WCI, Inc. reserves the right to modify the RFP and/or change dates and times at its sole discretion.

Offeror will absorb all costs incurred in connection with the preparation and presentation of the RFP response and its participation in the selection process. The Offeror agrees not to challenge or dispute WCI, Inc.'s decision and waives any right it may have to bring any claim, action, or proceeding for damages of any kind, including indirect, consequential, or special damages or lost profits against WCI, Inc., any Participating Jurisdiction, any funding entity of WCI, Inc., or any director, officer, employee, or agent of any of the foregoing which arises from, relates to, or is connected with this RFP, including the RFP's competitive process, the evaluation of proposals, the selection of a successful Offeror, and any failure to enter into an Agreement with an Offeror.

An Offeror may modify a proposal after its submission by withdrawing its original proposal and resubmitting a new complete proposal as described in Section 4.1 Submission and General

Format, prior to the final date for proposal submission. An Offeror may withdraw its proposal by submitting a written withdrawal request to WCI, Inc.

4. Response Guidelines

4.1. Submission and General Format

Submissions should be sent by the deadline in Section 3.3 to the contact in Section 3.2. Proposals may be submitted in English or French.

4.2. Selection Criteria

WCI, Inc. may elect to enter into a contract with a bidder offering the highest overall value. WCI, Inc. will select finalists based on the following criteria:

Factor	Criteria
Responsiveness	Response addresses all questions and requests in this RFP. Submission was clearly written and submitted on time.
Firm Profile, Qualifications and Approach	Overall experience conducting non-profit audits. Ability to review federal (United States and/or Canada), state (California) and/or provincial (Québec) tax forms. Expertise of individuals.
Cost	Reasonableness, clarity and transparency in proposed costs.
Terms and Conditions	Reasonableness in Offeror's proposed terms and conditions.
Further information	Information learned during any meeting between WCI, Inc. and the firm, from references provided, and other research conducted by WCI, Inc.

5. Proposer Response

Proposers should organize their response in the following order.

5.1. Firm Profile and Qualifications

Company Name:	
Company Address:	
Contact Name:	
Title:	
Phone Number:	
E-Mail Address:	
Web Address:	

5.1.1. Please provide a brief overview of your firm including your experience performing audits for non-profits.

5.1.2. If you submit a proposal for Financial Auditor services in the United States, please describe your organization's resources in the United States and identify the partner, manager and/or in charge accountants who will be assigned to this work. For each key resource, please provide a resume that indicates the individual's experience, education, current standing regarding all state boards, professional certifications, and complaints from regulatory agencies, if any, and their resolution.

5.1.3. If the scope of your proposal covers Canadian Services, please describe your organization's familiarity with Canadian federal and provincial tax law and capabilities to review and recommend corrections or improvements on tax returns, audit opinions and supporting materials in English and French. Please describe how you would provide Canadian services for this work, for example through a branch office, affiliate, or partner organization.

5.2. Approach

5.2.1. Please describe the manner in which you propose to interact with the Audit Committee and other WCI, Inc. personnel to perform the work and keep the Audit Committee informed of new requirements that impact WCI, Inc.

5.2.2. Please describe the manner in which you will maintain the appropriate independence necessary to perform the work.

5.2.3. Please describe your proposed methods and major tasks for performing the activities described above in the Scope of Service, including the timeline, specific deadlines, and standards that apply for examining WCI, Inc. systems and controls.

5.2.4. Please identify the materials you expect to receive from WCI, Inc. during the performance of the work and describe the extent to which WCI, Inc. personnel would be expected to contribute to the work effort.

5.2.5. Please describe the reports and/or other products you propose to produce.

5.2.6. What makes your company stand above the other firms competing for WCI, Inc.'s business for audit services?

5.3. Cost

5.3.1. Please provide a comprehensive and precise estimate of your expected total cost of performing an audit of the annual financial statement and review of U.S. and Canadian tax forms.

5.3.2. Please provide fully loaded billing rates for the personnel proposed to perform this work.

5.3.3. Please identify any non-labor costs that will be invoiced, and the basis for the invoiced amounts.

5.3.4. Please describe how you will invoice for the work performed.

5.4. Terms and Conditions

5.4.1. Please provide your firm's standard terms and conditions.

5.5. Further Information and References

5.5.1. Please provide the names and contact information for three other similarly sized clients of the partner and manager that will be assigned to this work.

5.5.2. The service provider guarantees the total absence of financial, personal or professional links with WCI, Inc and its accounting department. It undertakes to comply with the rules of ethics relating to the independence of auditors throughout the duration of the mandate.