



CONCRETE MASONRY  
CHECKOFF

## REQUEST FOR PROPOSAL FOR YEAR-END AUDIT SERVICES

**RFP Release Date:** Dec. 1, 2023

**Proposal Submission Deadline:** Dec. 29, 2023, 5 p.m. eastern time

### DESCRIPTION OF THE CONCRETE MASONRY CHECKOFF BOARD

The Concrete Masonry Checkoff Board ("CMCB" or the "Board") is a quasi-governmental organization (Section 501(c)(l) of the Internal Revenue Code) created by Congress for the advancement of the concrete masonry industry. It is a result of the vision of concrete block producers who wanted a way to drive demand and increase market for block. The CMCB was first established with the approval of the Concrete Products Research, Education and Promotion Act (the "Act") by Congress on October 5, 2018. The CMCB was created under the auspices of the US Department of Commerce. The Board has responsibility for the implementation of the Act and Department of Commerce Order 2020-17515 Concrete Masonry Products Research, Education and Promotion Order O.pdf (commerce.gov) (the "Order") which guides the Checkoff program.

The Board, consisting of 15 voting members and 6 Alternate members, was appointed by the Secretary of the US Department of Commerce, on August 30, 2022. The Board held its first meeting on November 16, 2022. At that meeting, the Board established April 1, 2023 as the date for commencement of assessments on masonry units, at the rate of 1 cent per block. Assessments are paid in arrears within 60 days following the end of a calendar quarter. First assessments will be collected in July and August 2023. It is estimated that the current market for block is between 1 billion and 1.5 billion units. This should generate annual assessment revenues between \$10 Million and \$15 Million (\$2,500,000 to \$3,750,000 per quarter).

The Order requires that the Board conduct an independent third-party audit of its financial statements. The audit is to be conducted pursuant to generally accepted auditing standards in the United States and government auditing standards issued by the Comptroller General of the United States. The fiscal year of the Board is January 1 through December 31.

### SCOPE OF WORK

The National Concrete Masonry Checkoff Board (CMCB) is soliciting proposals from certified public accounting firms to provide independent audit services for the 2024-2026 fiscal years ending December 31, 2026. CMCB reserves the right to initiate a request for a proposal prior to the end of the three years and to select a different certified public accounting firm.

The Board is seeking an independent audit to receive an opinion as to whether the financial statements are free from material misstatements. This request for proposal (RFP) represents a competitive process for independent certified public accountants to provide the above referenced annual audit. This RFP allows CMCB to select a CPA firm based on demonstrated competence and qualification to perform the services described herein and the flexibility to negotiate a fair and reasonable price for those services.

## **AUDIT RFP**

Pursuant to the Board's Order which governs its operation, the Board is required to have its financial statements audited by an independent Certified Public Accountant in accordance with accounting principles generally accepted in the United States of America and the standards applicable to financial audits contained in government auditing standards issued by the Comptroller General of the United States. The results of the audit will be provided to the Board and the Secretary of the Department of Commerce.

## **LEGISLATIVE COMPLIANCE**

Pursuant to 15 CFR 1500 et. seq., the Board will provide the following reports to the Secretary and/or Congress:

- Annual audits of the books and records of the Board pursuant to 15 CFR 1500.47(p)

## **Concrete Masonry Checkoff Board (CMCB)**

<https://concretemasonrycheckoff.org/>