



MEMORANDUM

AGENDA ITEM #IV.I

DATE: SEPTEMBER 12, 2016
TO: COUNCIL MEMBERS
FROM: STAFF
SUBJECT: AUDIT FIRM SELECTION CONFIRMATION

Council staff issued a Request for Proposal (RFP) for Audit Services on July 25, 2016. The RFP was noticed on the Council website, FAW, and Miami Herald. The RFP response period closed on August 12, 2016.

While several inquiries were received, the single respondent to the RFP was the firm S. Davis & Associates, P.A. This firm has worked successfully with the Council on two previous occasions. Upon consultation with Councilmember Ross, the Council's designated representative on the Audit Selection Committee; it was decided to proceed with the firm interview on August 29th instead of opting for an immediate reissuing of the RFP.

After reviewing and evaluating the proposal received, the Audit Selection Committee interviewed the S. Davis & Associates, P.A. firm, and those partners and associates who would perform the audit work. The interview was satisfactory. Staff has confirmed that the respondent is not on the State of Florida's list of convicted or suspended vendors, and inquiries with the Florida Department of Business and Professional Regulation have determined that this firm has had no probable cause or action found.

Information about the S. Davis and Associates, P.A. firm and their clients, past and present, is attached for your review and information. The Audit Selection Committee recommends that the Council enter into a 5-year contract for audit services with S. Davis & Associates, P.A.

Recommendation

Authorize staff to negotiate a five-year contract for audit services with S, Davis & Associates, P.A.





S. DAVIS & ASSOCIATES, P.A.

Certified Public Accountants & Consultants

S. Davis & Associates, P.A. is a Florida firm that services a diverse base of both public and private sector clients and proudly includes SFRC in our client listing

- Professional staff are degreed accountants and business consultants
- Firm's philosophy: hire the best people, train them well, provide opportunities for personal and professional growth and empower them to use their skills and creativity to help clients succeed
- Our engagement team:
 - Tanya I. Davis, CPA , Engagement Partner
 - Shaun M. Davis, CPA, Quality Review Partner
 - Annette Lewis, CPA, Consulting Manager
 - Heather Sinclair Young, CPA, Engagement Manager
 - Joy Chambers-Nicholas, Engagement Senior
- Significant level of partner, manager, and senior involvement
- Successfully completed financial statements audits, federal single audits and state single audits for many of its not-for-profit clients
- Audit using a risk based approach
- Issue our report within the timeframe required
- Available for questions throughout the year
- Both partners have chaired the Florida Board of Accountancy
- Deliver audit reports on time

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Florida Institute of Certified Public Accountants
American Institute of Certified Public Accountants



S. DAVIS & ASSOCIATES, P.A.

Certified Public Accountants & Consultants

S. Davis & Associates has completed governmental financial statement audits, federal and state single audits, and consulting projects for our governmental clients. Some of our governmental clients, past and present, include:

Entity	Scope of Work
<i>South Florida Regional Planning Council</i>	<i>Financial Statement Audit, Single Audit, Interim CFO, Forensic Audit, Tax</i>
South Florida Water Management District	Consulting
Broward County (including constitutional officers and component units)	Financial Statement Audit, Single Audit
Workforce One (now, CareerSource Broward)	Monitoring, Financial Statement Audit
City of Hollywood	Financial Statement Audit, Single Audit
City of South Bay	Financial Statement Audit, Single Audit, Forensic Audit
City of West Park	Financial Statement Audit, Single Audit, Contract Compliance Agreed-upon Procedures
Housing Finance Authority of Broward County	Financial Statement Audit, Bond Audits
South Broward Hospital District	Financial Statement Audit, Single Audit
School Board of Broward County	Financial Statement Audit, Single Audit, Agreed-Upon Procedures, Consulting
Florida Atlantic Research and Development Authority	Financial Statement Audit

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