



# MEMORANDUM

AGENDA ITEM #IV.F

---

DATE: JULY 27, 2020  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: AUDIT CONTRACT – CORRECTION OF SCRIVENER’S ERROR

---

In September 2016, the Council authorized staff to negotiate a five-year contract for audit services with S. Davis & Associates, P.A. where they will perform an examination of the Council’s financial statements and report annually to the Council. Due to a scrivener’s error, the contract for audit services is scheduled to end on September 30, 2020 instead of September 30, 2021.

## Recommendation

Authorize staff to correct the scrivener’s error and clarify that the contract end date is September 30, 2021 as directed by the Council in September 2016.



**SOUTH FLORIDA REGIONAL PLANNING COUNCIL**

**AUDIT CONTRACT SERVICES - FIRST AMENDMENT**

This agreement is entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2020, between S. Davis & Associates, P.A., Certified Public Accountants & Consultants (herein referred to as the "Contractor") and the South Florida Regional Planning Council (herein referred to as the "Council").

Whereas, in September 2016, the Council authorized staff to negotiate a five-year contract for audit services with S. Davis & Associates, P.A. for the examination of the Council's financial statements and annual report to the Council. The contract was executed on December 6, 2016. However, due to a scrivener's error, the contract for audit services is scheduled to end on September 30, 2020 instead of September 30, 2021.

The parties, therefore, mutually agree as follows:

Term of Contract: The Contractor will perform an examination of the Council's financial statements and report annually thereon in accordance with audit standards for the period October 1, 2016 through September 30, 2021 as defined in the Audit Services Contract executed by the Council and Contractor on December 6, 2016, and incorporated herewith in full by reference.

IN WITNESS WHEREOF, the Council and the Contractor have executed this agreement amendment consisting of one (1) page as of the date first above written.

\_\_\_\_\_  
Isabel Cosio Carballo, M.P.A., SFRPC

Date: \_\_\_\_\_

\_\_\_\_\_  
Tanya I. Davis, C.P.A., S. Davis & Associates

Date: \_\_\_\_\_

Approved as to form and legality:

\_\_\_\_\_  
Samuel S. Goren, Esquire  
SFRPC Legal Counsel

Date