



MEMORANDUM

AGENDA ITEM #VI.E

DATE: SEPTEMBER 27, 2021
TO: COUNCIL MEMBERS
FROM: STAFF
SUBJECT: AUDIT FIRM SELECTION PROCESS UPDATE

Council staff issued a Request for Proposal (RFP) for Audit Services on July 23, 2021. The RFP was noticed on the Council website, FAR, and Miami Herald. The RFP response period closed on August 27, 2021, at 5 PM.

There were three respondents to the RFP:

1. Anthony Brunson P.A.
2. HCT Certified Public Accountants & Consultants, LLC
3. S. Davis & Associates

The Audit Committee met on September 8, 2021, at 2 pm. In attendance was Chair Bailey, Councilmember Coldiron, Councilmember Furr, Councilmember Udine, and Councilmember Ziade, Legal Counsel, and Council staff. The meeting was attended by the principals of the firms. After reviewing, evaluating, and questioning/interviewing the three firms, the Audit Committee completed the Evaluation Sheets and ranked the three firms as follows below.

1. S. Davis & Associates
2. Anthony Brunson P.A.
3. HCT Certified Public Accountants & Consultants, LLC

The Audit Committee directed Council Staff to meet with the highest ranked firm to negotiate a contract, if possible, for the Council's consideration at its September 27th meeting.

Recommendation

Information Only

