



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#17-0447

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: May 16, 2017

TITLE: Motion to Approve Contract for Purchase of Financial Audit Services –
Crowe Horwath, LLP - \$1,120,000 (five-year term)

Recommendation

It is recommended that the City Commission approve a five-year contract, in substantially the form attached, for the purchase of financial audit services with Crowe Horwath, LLP in the amount of \$1,120,000; and authorize the City Manager or designee to approve two one-year renewal options contingent upon availability and appropriation of funds.

Background

Pursuant to Section 218.39, Florida Statutes, the City is required to complete an annual financial audit by an independent certified public accountant. The Audit Advisory Board served as the evaluation committee for the selection of the independent certified public accountant; this is one of the Board's functions provided for in Section 2, Code of Ordinances of the City of Fort Lauderdale (Ordinance No. C-03-46).

The normal contractual term for this type of service is a three-year contract with two, one-year, renewal options. However, staff recommends expanding the contract term to five years and two, one-year, renewal options. By expanding the contract term, the City will avoid major disruptions of its auditing services by not having to hire and familiarize new auditors with its accounting procedures while also implementing the new enterprise resource planning system.

The background of the solicitation process includes the following:

- December 22, 2016 – Request for Proposals (RFP) No. 975-11857 was issued for Financial Audit Services.
- January 23, 2017 – The RFP closed with the following eight firms submitting proposals.
 - Crowe Horwath, LLP
 - Keefe McCullough

- RSM US, LLP
 - BDO US, LLP
 - Marcum, LLP
 - Mauldin & Jenkins, LLC
 - Cherry Bekaert, LLP
 - HCT Certified Public Accountants and Consultants, LLC
- March 9, 2017 - The evaluation committee consisting of Martin J. Kurtz, Richard Owen, Gregg McKee, and D. Keith Cobb met with Procurement Specialist Hendry Lopez (Finance) to evaluate and rank the firms. The committee requested additional time to further evaluate the proposers.
 - March 23, 2017 - The evaluation committee consisting of Martin J. Kurtz, Gregg McKee, and D. Keith Cobb met with Hendry Lopez to evaluate and rank the firms based on the evaluation criteria shown below:

EVALUATION CRITERIA	WEIGHT
Adequacy of Proposed Staffing Plan	15%
Firm's Resources and Proposed Staff Experience	10%
Local Government Auditing Experience	15%
References, Past Performance	15%
Firm's Ability to Meet Report Publication Date	15%
Cost to the City	30%
TOTAL	100%

Staff recommends awarding the contract to Crowe Horwath, LLP as they have been deemed the highest ranked, responsive and responsible proposer.

Resource Impact

There is no current fiscal year impact to the City. Future expenditures are contingent upon approval and appropriation of the annual budget.

Strategic Connections

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Public Safety Cylinder of Excellence, specifically advancing:

- Objective 1: Ensure sound fiscal management.
- Goal 12: Be a leading government organization, managing resources wisely and sustainably.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Ready*.

Attachments

- Exhibit 1 - Contract
 - Exhibit 2 - Evaluation Committee Tabulation
 - Exhibit 3 – Solicitation
 - Exhibit 4 – Crowe Horwath Proposal
 - Exhibit 5 – Keefe McCullough Proposal
 - Exhibit 6 – Certified Public Accountants and Consultants Proposal
 - Exhibit 7 – BDO Proposal
 - Exhibit 8 – RSM Proposal
 - Exhibit 9 – Mauldin & Jenkins Proposal
 - Exhibit 10- Marcum Accountants Advisors Proposal
 - Exhibit 11- Cherry Bekaert Proposal
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