



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

**#22-0499**

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

**FROM:** Chris Lagerbloom, ICMA-CM, City Manager

**DATE:** June 21, 2022

**TITLE:** Motion Approving Agreement for External Audit Services – RSM US LLP –  
\$1,040,000 (five-year total) – **(Commission Districts 1,2, 3 and 4)**

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**Recommendation**

Staff recommends the City Commission approve a five-year agreement, in substantially the form attached, with RSM US LLP, for External Audit Services in the amount of \$1,040,000, and authorize the City Manager to approve and execute annual arrangement letters containing terms acceptable to the City Manager.

**Background**

Pursuant to Florida Statutes, Section 218.39, the City is required to complete an annual financial audit by an independent certified public accountant. Following the Florida Statutes requirements for the selection of an independent certified public accountant, the City via Resolution 22-16 appointed the Audit Advisory Board to serve as the Auditor Selection Committee (ASC), with Commissioner Robert L. McKinzie serving as Chair.

The background of the solicitation process includes the following:

- January 27, 2022 – The ASC met to establish the factors to be used in the evaluation of the External Audit Services Request for Proposal (RFP).
- February 7, 2022 – RFP No.12647-925 was issued for External Audit Services.
- March 9, 2022 – The RFP closed with a total of five (5) firms submitting proposals.
  - Caballero Fierman Llerena & Garcia LLP
  - MSL, PA
  - RSM US LLP
  - Marcum, LLP
  - Crowe LLP

The proposal from Crowe LLP was deemed non-responsive and was therefore rejected.

- March 24, 2022 - The ASC, comprised of Commissioner Robert L. McKinzie, David Brown, Keith Cobb, Lane Hacker, Tom Bradley and Joey Epstein, met with Chief Procurement Officer, Glenn Marcos, Finance Director, Susan Grant, Deputy Finance Director, Linda Short, and Procurement Specialist, Paulette Hemmings, to evaluate and shortlist the firms based on the evaluation criteria shown below:

EVALUATION CRITERIA	WEIGHT
Respondents' qualifications, experience, and the experience of key personnel for audit oversight	25%
Technical Approach and Understanding of the Scope of Services	25%
Single Audit Experience	15%
References, Past Performance	15%
Total Project Cost	20%
<b>TOTAL PERCENT AVAILABLE:</b>	<b>100%</b>

The ASC made a unanimous decision not to shortlist, but score and rank the proposals to determine the highest ranked firm. The proposal from RSM US LLP has been deemed most responsive and responsible and is therefore the highest ranked.

VENDOR	RANK
RSM US LLP	1
MSL P.A.	2
Marcum LLP	3
Caballero Fierman Llerena & Garcia	4

Staff recommends City Commission approval to award a five-year agreement to RSM US LLP, in the amount of \$1,040,000 (\$208,000 per year). The cost breakdown is as follows: General Financial Audit \$173,000 per year; Federal and State Program Audits \$25,000 (\$5,000 per program) for 5 audits per year, CRA Audit Report \$8,000 per year, and Large User Wastewater Audit at \$2,000 per year, subject to available appropriated funds. Inasmuch as the current contract with Crowe LLP is \$224,000 per year, this contract will generate a savings of \$80,000 over the five-year term.

### **Resource Impact**

There is no current fiscal year 2022 impact to the City. Future expenditures are contingent upon approval and appropriation of the annual budget.

### **Strategic Connections**

This item supports the *Press Play Fort Lauderdale 2024* Strategic Plan, specifically advancing:

- The Internal Support Focus Area
- Goal 8: Build a leading government organization that manages all resources wisely and sustainably.
- Objective: Maintain financial integrity through sound budgeting practices, prudent fiscal management, cost effective operations, and long-term planning

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

### **Attachments**

Exhibit 1 – Solicitation

Exhibit 2 – Vendor Response

Exhibit 3 – Final Ranking

Exhibit 4 – Bid Tabulation

Exhibit 5 – Agreement and Arrangement Letter

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Prepared by: Linda Short, Deputy Director, Finance  
Laura Garcia, Controller, Finance  
Paulette Hemmings Turner, Procurement Specialist, Finance  
Friseta Davis, Sr. Administrative Assistant, Finance

Department Directors: Susan Grant, Director, Finance