



City of Coral Gables
CITY COMMISSION MEETING
July 26, 2016

ITEM TITLE:

A Resolution accepting the recommendation of the Chief Procurement Officer to award the External Auditing Services contract to RSM US LLP. (the current provider), the most responsive-responsible proposer, in the amount of \$125,000 for year 1, \$127,500 for year 2, and \$127,500 for year 3, pursuant to Section 2-828 of the Procurement Code entitled "Contract Award" and Request for Proposals (RFP) 2016.04YG; with said contract running for a period of three (3) years with an option to renew for three (3) additional one (1) year periods exercisable at the option of the City Manager, subject to negotiations of annual fees and hourly rates for each renewal term of the contract, pursuant to Section 2-768(h)(3) entitled "Competitive Sealed Proposals; Award"; should negotiations fail with the most responsive-responsible proposer, negotiations shall commence with next most responsive-responsible proposer until an agreement and contract amount acceptable to the City has been reached.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The purpose of this RFP is to solicit proposals for External Auditing Services from a qualified and experienced independent Certified Public Accountant firm, licensed to practice in the State of Florida, for the purpose of providing an annual examination of the financial statements and records of the City. Audits shall be conducted for the purpose of forming an opinion of the basic financial statements taken as whole and determine whether operations were conducted in accordance with legal and regulatory requirements.

On April 7, 2016, the Procurement Division of Finance formally advertised, issued, and distributed External Auditing Services, RFP 2016.04YG. On April 19, 2016, a non-mandatory pre-proposal conference was held with ten (10) prospective proposers in attendance of the sixteen (16) prospective proposers who obtained the RFP package from the Procurement Division. On May 9, 2016, nine (9) proposals were received in response to the External Auditing Services, RFP 2016.04YG from: BDO USA, LLP., Cherry Bekaert, LLP., Crowe Horwath, LLP., EFPR Group, CPAs, PLLC., Keefe McCullough & Co., LLP., Marcum, LLP., Moore Stephens Lovelace, P.A., RSM US LLP., Verdeja, De Armas & Trujillo, LLP.

On June 21, 2016, the Evaluation Committee convened to evaluate the nine (9) responsive proposals, which resulted in four (4) firms being short-listed as follows: Crowe Horwath, LLP., Keefe McCullough & Co., LLP., Marcum, LLP., and RSM US LLP. On July 6, 2016, the Evaluation Committee requested oral presentations of the short-listed firms. After oral presentations and a question and answer session with each firm, the Evaluation Committee ranked and recommended the following three (3) firms deemed to be the most highly qualified to perform the required services: RSM US LLP (top-ranked), Keefe McCullough & Co., LLP (second ranked), and Crowe Horwath, LLP (third ranked). The Evaluation Committee recommended that the City award and negotiate a contract with RSM US LLP (top-ranked), in the amount of \$125,000 for Year 1, \$127,500 for Year 2, and \$127,500 for Year 3.

The Chief Procurement Officer and the Finance Department concur with the recommendation of the Evaluation Committee to award the External Auditing Services contract to RSM US LLP.

ADVISORY BOARD/COMMITTEE RECOMMENDATION(S):

Date	Board/Committee	Comments
N/A		

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1	\$125,000 (Year 1)	001-7000-519-3200	General Fund - NDA
Total:	\$125,000 (Year 1)	APPROVED BY: <i>[Signature]</i>	<i>for P.C. Melade</i>

APPROVED BY:

Department Director	City Attorney	Asst. City Manager	City Manager
<i>for P.C. Melade</i>	<i>[Signature]</i>	<i>N/A</i>	<i>[Signature]</i>

ATTACHMENT(S):

1. Draft Resolution
2. Evaluation Results
3. RFP Response
4. RFP Tabulation