



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
www.cityofdenton.com

## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Cassey Ogden  
**DATE:** July 16, 2024

### SUBJECT

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Weaver and Tidwell, L.L.P., for external audit services for the City of Denton; providing for the expenditure of funds therefor; and providing an effective date (RFP 8562 – awarded to Weaver and Tidwell, L.L.P., in the three (3) year not-to-exceed amount of \$360,500.00).

### STRATEGIC ALIGNMENT

This action supports Key Focus Area: Pursue Organizational Excellence and Collaborative and Respectful Leadership.

### INFORMATION/BACKGROUND

External audit services include an annual examination of the financial statements of all accounts and funds of the City including the information contained in the Supplementary Schedule of Expenditures of Federal and State Awards. The City is required by law to have an external party conduct these audit engagements every year. Since Fiscal Year 2019-2020, the City has contracted with Weaver & Tidwell for these services. Prior to this, Patillo, Brown, & Hill performed these services for four (4) years. The most recent contract expires in July 2024.

Year 1	Year 2	Year 3
\$118,000	\$120,000	\$122,500

Request for Proposals was sent to 1,027 prospective suppliers of this item, including 36 Denton firms. In addition, specifications were placed on the Procurement website for prospective suppliers to download and advertised in the local newspaper. Six (6) proposals were received and evaluated based upon published criteria including compliance with specifications, probable performance, and price. Best and Final Offers (BAFO) were requested from the top firm. Based upon this evaluation, Weaver and Tidwell, L.L.P. was ranked the highest and determined to be the best value for the City.

NIGP Code Used for Solicitation:	918 - (Service Only) - Consulting Services
Notifications sent for Solicitation sent in IonWave:	1,027
Number of Suppliers that viewed Solicitation in IonWave:	10
HUB-Historically Underutilized Business Invitations sent out:	155

SBE-Small Business Enterprise Invitations sent out:	403
Responses from Solicitation:	6

### **RECOMMENDATION**

Award a contract with Weaver and Tidwell, L.L.P., for external audit services for the City of Denton, in a three (3) year not-to-exceed amount of \$360,500.

### **PRINCIPAL PLACE OF BUSINESS**

Weaver and Tidwell, L.L.P.  
Dallas, TX

### **ESTIMATED SCHEDULE OF PROJECT**

This is a three (3) year contract.

### **FISCAL INFORMATION**

These services will be funded from Internal Audit's Audit Expenditures account 105001.7852. Requisition #165230 has been entered into the Purchasing software system in the amount of \$118,000. The budgeted amount for this item is \$360,500.

### **EXHIBITS**

Exhibit 1: Agenda Information Sheet  
Exhibit 2: Pricing Evaluation  
Exhibit 3: Ordinance and Contract

Respectfully submitted:  
Lori Hewell, 940-349-7100  
Purchasing Manager

For information concerning this acquisition, contact: Madison Rorschach, 940-349-7228.

Legal point of contact: Marcella Lunn at 940-349-8333.