



Legislation Text

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AGENDA INFORMATION SHEET

DEPARTMENT: Materials Management

ACM: Bryan Langley

AGENDA DATE: August 2, 2016

SUBJECT

Consider adoption of an ordinance accepting competitive proposals and awarding a contract for Audit Services for the City of Denton; providing for the expenditure of funds therefor; and providing an effective date (RFP 6118-awarded to Pattillo, Brown & Hill, L.L.P., for a term of three (3) years with two (2) one year renewal options, in the not-to-exceed amount of \$477,350). The Audit/Finance Committee recommends approval (2-0).

RFP INFORMATION

The City of Denton Audit/Finance Committee discussed the selection of a firm to provide external audit services at its meeting of November 17, 2015. The decision was made at this meeting to go out for competitive proposals upon completion of the final year of the contract with the City's current audit firm of Weaver and Tidwell, L.L.P. The City issued RFP# 6118 for external audit services on April 19, 2016. Request for Proposals were sent to 91 prospective suppliers. In addition, specifications were placed on the Purchasing website for prospective suppliers to download and advertised in the local newspaper. The following six (6) firms responded to the RFP on May 24, 2016: Pattillo, Brown, & Hill, BKD, Weaver and Tidwell, Moss Adams, Crowe Horwath, and Whitley Penn.

The City's evaluation team received presentations and held interviews with the four (4) lowest cost firms on June 10, 2016. The evaluation team then ranked the proposing firms using the RFP criteria of project schedule and delivery, compliance with specifications, indicators of probable performance, and price. City staff then held a second interview with the highest ranked firm of Pattillo, Brown & Hill on July 7, 2016. Finance staff also contacted client references from the cities of Grapevine, Flower mound, and San Marcos and received positive reviews. As a result, Pattillo, Brown & Hill was ranked the highest and determined to be the best value for the City (Exhibit 1). An executive summary and client list from Pattillo, Brown, & Hill is included as Exhibit 2.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On July 18, 2016, the Audit/Finance Committee recommended approval to forward this item to the City Council for consideration.

RECOMMENDATION

Award a contract for audit services to Pattillo, Brown & Hill, L.L.P., for a term of three (3) years with two (2)

one year renewal options, in the not-to-exceed amount of \$477,350

PRINCIPAL PLACE OF BUSINESS

Pattillo, Brown & Hill, L.L.P.
Waco, TX

ESTIMATED SCHEDULE OF PROJECT

This is an initial three (3) year contract with options to extend the contract for two (2) additional one (1) year periods, with all terms and conditions remaining the same.

FISCAL INFORMATION

This service will be funded from General Fund account 160099.7852-Finance Audit Services. The first payment will be due in fiscal year 2016-2017.

STRATEGIC PLAN RELATIONSHIP

The City of Denton's Strategic Plan is an action-oriented road map that will help the City achieve its vision. The foundation for the plan is the five long-term Key Focus Areas (KFA): Organizational Excellence; Public Infrastructure; Economic Development; Safe, Livable, and Family-Friendly Community; and Sustainability and Environmental Stewardship. While individual items may support multiple KFAs, this specific City Council agenda item contributes most directly to the following KFA and goal:

Related Key Focus Area: **Organizational Excellence**
Related Goal: **1.1 Manage financial resources in a responsible manner**

EXHIBITS

Exhibit 1: Evaluation and Ranking Sheet
Exhibit 2: Executive Summary and Client Listing
Exhibit 3: Ordinance
Exhibit 4: Contract

Respectfully submitted:
Chuck Springer, 349-8260
Director of Finance

For information concerning this acquisition, contact: Chuck Springer at 349-8260.