



## Legislation Text

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**File #:** RFP 18-003, **Version:** 1

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Awarding Request for Proposal for professional auditing services.

Summary: Pursuant to state statute and City ordinance, the City shall have its records and accounts audited annually and shall prepare an annual financial statement and report. The audit shall be performed by a certified public accounting (CPA) firm, licensed to practice in the State of Texas. Belt Harris Pechacek, LLLP has served as the City's auditors for the last five years beginning with the fiscal year 2013 audit and concluding with the fiscal year 2017 audit, which was presented to City Council at the March 20, 2018 meeting. At least every five years, the request for proposal process is initiated to review and evaluate all qualified firms interested in providing these services to the City of Deer Park. Facing completion of the existing five-year contract term, the City issued a Request for Proposal for professional auditing services following authorization at the February 20, 2018 City Council meeting. The City received seven (7) responses as follows: Belt Harris Pechacek, LLLP; BKD, LLP; Haynie & Company (formerly Darilek Butler & Associates, PLLC); Pattillo, Brown & Hill, LLP; Postlethwaite & Netterville, Weaver and Tidwell, LLP; and Whitley Penn, LLP.

As discussed in the workshop prior to this meeting, the City evaluated the responses based on qualifications and experience, technical ability, references for similar governmental entities, and thoroughness of the response. The top two firms were then evaluated on estimated pricing, which represents 10 percent of the final score. Following the evaluation of the responses, Belt Harris Pechacek, LLLP was identified as the highest ranking firm based on the total score, and the City staff recommendation is to award the engagement to this firm. The initial three-year period for the contract will begin on June 1, 2018 and will cover the annual audit for the fiscal years ending September 30, 2018 through 2020. The contract will include the option to extend the engagement an additional two years to also include the annual audit for the fiscal years ending September 30, 2021 and 2022 (for a total of five years).

### Fiscal/Budgetary Impact:

Professional auditing services were included in the proposed Fiscal Year 2017-2018 Finance Department budget in the amount of \$35,000 (Account Number 10-201-4239, Audit Fees).

Award the contract for professional auditing services to Belt Harris Pechacek, LLLP.