



Broward County

Legislation Text

File #: 22-293, Version: 1

Broward County Commission Regular Meeting

Director's Name: George Tablack

Department: Finance and Administrative Services **Division:** Purchasing

Information

Requested Action

A. MOTION TO APPROVE Agreement between Broward County and RSM US LLP, for External Audit Services, joined by the Broward County Property Appraiser, the Broward County Sheriff, the Broward County Supervisor of Elections, the Broward County Clerk of Court, Housing Finance Authority of Broward County, Florida, and Health Facilities Authority of Broward County, Florida, Request for Proposals (RFP) No. GEN2123625P1, for the County Auditor's Office, in a not-to-exceed total agreement amount of \$4,500,000, which includes \$4,250,000 for basic services and \$250,000 for optional services; and authorize the Mayor and Clerk to execute same.

ACTION: (T-11:00 AM) Approved. Commissioner Alston requested that direction as to policy or procedure related to this item be brought back to the Board by the County Attorney's Office and Procurement Division.

VOTE: 9-0.

B. MOTION TO ADOPT Resolution of the Board of County Commissioners of Broward County, Florida, approving and authorizing the execution by the Housing Finance Authority of Broward County, Florida, of a joinder to the Agreement.

ACTION: (T-11:00 AM) Approved Resolution No. 2022-295. Commissioner Alston requested that direction as to policy or procedure related to this item be brought back to the Board by the County Attorney's Office and Procurement Division.

VOTE: 9-0.

Why Action is Necessary

Motion A: In accordance with the Broward County Procurement Code, Section 21.47(a), Award and Execution Authority, Board approval is required for awards exceeding \$500,000.

Motion B: Pursuant to Section 9½-41 of the Broward County Code of Ordinances, Board approval is required for all contracts to be entered into by the Housing Finance Authority.

What Action Accomplishes

Motion A: Provides for a qualified firm to perform external audit services.

Motion B: Authorizes the Housing Finance Authority to execute a joinder to the Agreement.

Is this Action Goal Related

Yes

Previous Action Taken

None.

Summary Explanation/Background

THE PURCHASING DIVISION AND THE COUNTY AUDITOR'S OFFICE RECOMMEND APPROVAL OF THE ABOVE MOTIONS.

This item supports the Board's Goal to "Increase the economic strength and impact of revenue-generating County enterprises balancing economic, environmental, and community needs."

The Office of Economic and Small Business Development (OESBD) established a County Business Enterprise (CBE) participation goal of 25% for this project. RSM US LLP committed to 29.62% CBE participation, which has been reviewed and approved by OESBD (Exhibit 2).

The purpose of this Agreement (Exhibit 1) is to engage an independent certified public accounting firm to perform annual financial and compliance audits for the County, Constitutional Officers, and Component Units of the County. As provided in the Broward County Administrative Code, Section 2.11, the County Auditor is the contract administrator of this Agreement. The Agreement authorizes the County Auditor to manage and oversee the performance of the services and execute engagement letters under the Agreement.

On October 5, 2021 (Item No. 35), the Board appointed an Auditor Selection Committee (Committee) made up of Board members and Constitutional Officers. County Auditor Bob Melton and Chief Financial Officer George Tablack were appointed as financial advisors to the Committee.

On November 4, 2021, the Committee established factors to use for evaluation, directed the Purchasing Division to publicly announce the Request for Proposals (RFP), and directed the Purchasing Division to provide interested firms with the RFP.

On November 4, 2021 (Item No. 49), the Board approved RFP No. GEN2123625P1, External Audit Services for the County Auditor's Office. The RFP was advertised and, at the time of the opening deadline on December 6, 2021, five firms submitted proposals.

On December 16, 2021, one of the five firms submitted a written request to withdraw its response. In accordance with Sections 21.41(e)(2) and 21.42(b) of the Broward County Procurement Code, the Director of Purchasing granted the firm permission to withdraw its response.

On February 15, 2022, a combination (Initial and Final) Evaluation Committee (EC) meeting was held. The EC determined that all four remaining firms were both responsive and responsible to the

RFP requirements. After presentations, evaluation, scoring and ranking, the EC named RSM US LLP as the first-ranked firm.

The EC's proposed recommendation of ranking was posted on the Purchasing Division website from February 23 - 25, 2022, which provided an opportunity for any proposer or interested party to present any new or additional information considered material to the EC's ranking. No formal objection was received during this time.

On February 25, 2022, the Board received notice from the Purchasing Division of the final recommendation of ranking. Such notice provided any Board member the opportunity to request that the item be presented to the Board for further consideration. No County Commissioner objection was received.

The EC's final recommendation of ranking was posted on the Purchasing Division website from February 28, 2022 through March 4, 2022, which provided an opportunity for any aggrieved proposer to file a formal protest. There was no protest filed within this timeframe.

On March 5, 2022, ranking became final pursuant to Section 21.42(f) of the Broward County Procurement Code.

A negotiation meeting was held on March 21, 2022. This meeting was attended by representatives from RSM US LLP, the County Auditor's Office, and the Purchasing Division.

The Broward County Constitutional Officers consisting of the Broward County Property Appraiser, Broward County Sheriff, Broward County Supervisor of Elections, and Broward County Clerk of Court and Component Units, the Housing Finance Authority (HFA) of Broward County, Florida, and the Health Facilities Authority of Broward County, Florida, have each executed a joinder to the Agreement. The Broward County Code of Ordinances requires that all contracts to be entered into by the HFA be approved by resolution of the Board. The proposed Resolution (Exhibit 3) approves and authorizes the execution by the HFA of a joinder to the Agreement.

The five-year term of the Agreement begins upon the date of execution.

Additional supporting documentation provided to the Committee regarding this procurement can be found on Broward County's Purchasing Division website at <https://www.broward.org/Purchasing/Pages/Repository.aspx>.

Source of Additional Information

Robert E. Gleason, Director, Purchasing Division, (954) 357-6070

Fiscal Impact

Fiscal Impact/Cost Summary

The five-year potential estimated contract amount is \$4,500,000. Funding for this requirement will be obtained by the appropriate source at the time of release.

Requisition No. ACC0000143