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Mayor Keith A. James
Commission President Shalonda Warren (District 2)
Commissioner Cathleen Ward (District 1)
Commissioner Christy Fox (District 3)
Commissioner Joseph A. Peduzzi (District 4)
Commissioner Christina Lambert (District 5)

City Administrator Faye W. Johnson
City Attorney Kimberly Rothenburg
City Clerk Shaquita Edwards

City of West Palm Beach
Special City Commission
PASS/FAIL Agenda
Thursday, August 10, 2023
9:00 AM

In accordance with the provisions of the Americans with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall, within three days prior to any proceeding, contact the City Clerk's Office, 401 Clematis Street, West Palm Beach, FL 33401, (561) 822-1210.

1. CALL TO ORDER

2. CIVILITY AND DECORUM

The City of West Palm Beach is committed to civility and decorum by its officials, employees and members of the public who attend this meeting. The City Code, Secs. 2-31(8), 2-31(18) and 2-31(22), provides in pertinent part:

- Officials shall be recognized by the Chair and shall not interrupt a speaker.
- Public comment shall be addressed to the City Commission as a whole and not to any individual on the dais or in the audience.
- Displays of anger, rudeness, ridicule, impatience, lack of respect and personal attacks are strictly prohibited.
- Unauthorized remarks from the audience, stamping of feet, whistles, yells and similar demonstrations shall not be permitted.
- Offenders may be removed from the meeting.
- Any person desiring to address the Commission **shall** file a written request with the city clerk prior to consideration of the matter by the Commission or prior to the public comment portion of a meeting. The person wishing to speak **shall** complete a comment card for each agenda item the person wishes to address, which **shall** include the person's full name, address, and the numbered agenda item. The person will not be recognized if the comment card is not completed.

3. OTHER BUSINESS-**Marcum, LLP was selected.**

- 3.1. The City Commission, serving as the Selection Committee, will hear presentations from the top three (3) ranked qualified proposers, as recommended by the City's Audit Committee, and inquire of and select one (1) of the top three (3) ranked proposers for Financial Audit Services, Request for Proposal 22-23-221 DL.

Originating Department:

Procurement

Ordinance/Resolution:

N/A

Staff Recommended Motion:

Select the highest-ranked qualified proposer recommended by the Audit Committee, or document the reason for not selecting the highest-ranked qualified proposer.

Background Information:

Pursuant to Fla. Stat. Sec. 218.391(3), the Audit Committee established factors to use for the evaluation of audit services to be provided by a certified public accounting firm duly licensed under Chapter 473 and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy; publicly announced requests for proposals; provided interested firms with a request for proposal; and evaluated proposals provided by qualified firms.

On June 16, 2023, the City's Procurement division issued Financial Audit Services RFP 22-23-221 DL to secure the services of an independent certified public accounting firm to provide financial auditing services for the City and Community Redevelopment Agency for the five (5) fiscal years beginning October 1, 2022 and ending September 30, 2027.

On or before July 18, 2023, the Procurement division received seven (7) responsive proposals from qualified firms:

1. Carr, Riggs & Ingram, LLC
2. Cherry Bekaert, LLP
3. Marcum, LLP
4. Mauldin & Jenkins, LLC
5. McConnell & Jones, LLP
6. MSL, P.A.
7. RSM US, LLP

On August 3, 2023, the City's Audit Committee met to hear presentations from each of the seven (7) qualified proposers, asked questions of the proposers following the presentation and evaluated and ranked the proposals.

The following evaluation criteria was utilized to rank the proposals:

- experience and expertise;
- understanding and approach;
- capacity;
- fees structure;
- equal opportunity; and
- other factors (litigation).

The result of the City's Audit Committee Ranking of proposals is as follows:

1. Marcum, LLP
2. Cherry Bekaert, LLP
3. RSM US, LLP
4. Carr, Riggs & Ingram, LLC
5. MSL, P.A.
6. McConnell & Jones, LLP
7. Mauldin & Jenkins, LLC

The City Commission, serving as Selection Committee, will hear presentations from the top three (3) ranked qualified proposers recommended by the Audit Committee.

Presentations shall be in order of highest ranked proposer by the Audit Committee:

1. Marcum, LLP
2. Cherry Bekaert, LLP
3. RSM US, LLP

Each presentation shall be up to fifteen (15) minutes in length, followed by up to fifteen (15) minutes for questions from the City Commission.

Pursuant to Fla. Stat. Se. 218.391(b), since compensation was part of the evaluation factors, the governing body shall select the highest-ranked qualified firm or document in the public records the reason for not selecting the highest-ranked firm. The City Commission shall inquire of and select one (1) of the firms recommended by the Audit Committee.

4. ADJOURNMENT

*Pursuant to Resolution No. 179-95, adopted according to the provisions of Section 286.0115, Florida Statutes, members of the Commission shall disclose on the record: 1) ex-parte communications - verbal or written 2.) written communications shall be placed in the record; and 3) site visits, investigations, etc. shall be disclosed.

NOTICE: If any person decides to appeal any decision made by the City Commission at this meeting, that person will need a record of the proceedings, and that, for such purposes, may need to ensure that a verbatim records of the proceedings be made, which record includes the testimony and evidence upon which the appeal is based. The City of West Palm Beach does not prepare or provide such record.