



City of Saginaw

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MEMORANDUM

DATE: June 12, 2019

TO: Gabe Reaume, City Manager

CC: Dolph Johnson, Assistant City Manager
Lee Howell, Police Chief

FROM: Kim Quin, Finance Director

SUBJECT: Professional Auditing Services

A request for proposals (RFP) for professional auditing services was issued on May 8, 2019. The RFP was posted to the City's website and published in the Fort Worth Star Telegram on May 8th and May 15th.

The City received five proposals by the May 23rd deadline. They are from BKD CPAs & Advisors; Weaver and Tidwell, L.L.P; Pattillo, Brown & Hill; BrooksWatson & Co., PLLC; and McConnell & Jones LLP.

The Assistant City Manager, the Police Chief and I evaluated the proposals as outlined in the RFP. The technical proposals were evaluated and scored individually. The technical scores were then combined to determine a composite score. The composite technical scores were compared, then the sealed cost proposals were opened. A score for the cost proposal was added to the technical proposal score to determine a grand total of awarded points.

Based on the evaluation of the committee, Weaver and Tidwell received the highest composite score. I have attached the evaluation criteria summary and the published RFP for your information. It is the recommendation of the committee to award a two year contract with the option for three one year renewals to Weaver and Tidwell.