

**Explanation of Consent Agenda Item D.(4)**

**July 27, 2016**

**ITEM:**

Consideration of authorizing staff to negotiate and execute a contract with RSM US, LLP, for professional independent auditing services, beginning with the year ending September 30, 2016. The term of the agreement is expected to be a three-year contract with two one-year optional renewals, with fees negotiated annually.

**EXPLANATION:**

As a result of the request for proposal process, a total of six (6) proposals were received. A selection committee as appointed by the CEO followed a 2 step evaluation process. In Step 1, all proposals were evaluated and shortlisted to the top 3 ranking firms. In Step 2, each of the firms selected in step 1 had the opportunity to make a presentation directly to the committee. After the presentations concluded, the committee reviewed and evaluated the firms and proposals to determine the attached ranking. The new contract will become effective immediately upon signing and services will commence with the fiscal year 2016 audit.

Funding Review by Finance – There are funds budgeted in the FY16 Operating budget and there should be no need for revision.

Staff recommends approval.  
Prepared by Pat Poston



**CANAVERAL PORT AUTHORITY  
SELECTION COMMITTEE EVALUATION & RANKING SHEET**

**JOB NAME:** PUR-RFP-16-2  
Professional Auditing Services  
STEP 2 Final Rank

**Selection Committee Meeting Date:** July 13, 2016  
11:00 A.M.

COMPANY/TEAMS	LOCATION	RANKING
RSM US LLP	Melbourne, FL	1
Carr, Riggs & Ingram (CRI)	Melbourne, FL	2
Mauldin & Jenkins	Bradenton, FL	3

THIS RANKING WILL BE PRESENTED TO THE CANAVERAL PORT AUTHORITY AT ITS NEXT COMMISSION MEETING FOR A DECISION REGARDING AWARD.

POSTED: DATE July 13, 2016 TIME 2:00 PM BY Sheri Caltabiano, Purchasing Specialist

\*\*\*\*\*  
THIS IS NOTICE OF THE DECISION OF THE CANAVERAL PORT AUTHORITY TO AWARD THE CONTRACT FOR:  
TO: \_\_\_\_\_

POSTED: DATE \_\_\_\_\_ TIME \_\_\_\_\_ BY \_\_\_\_\_  
REMOVED: DATE \_\_\_\_\_ TIME \_\_\_\_\_ BY \_\_\_\_\_