

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

CITY CLERK DEPT
2019 JUL 16 AM 10:43

DEPARTMENT: Office of the Comptroller

AGENDA DATE: July 23, 2019

CONTACT PERSON NAME/PHONE: Margarita Muñoz, Comptroller, 915-212-1174
Bruce D. Collins, Director, Purchasing & Strategic Sourcing 915-212-1181

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL NO. 6: Set the Standard for Sound Governance and Fiscal Management

SUBJECT:

Discussion and action on the award of Solicitation No. 2019-1034R Professional Auditing Services to Grant Thornton LLP for an initial term of one (1) year for a fee not to exceed \$365,100. The award is to include a four (4) year annual renewal options for a fee not exceed for each year as follows:

Year 2020 - \$365,100
Year 2021 - \$382,500
Year 2022 - \$382,500
Year 2023 - \$400,050

The total fee for a total five (5) year award is \$1,895,250.00

BACKGROUND / DISCUSSION:

Grant Thornton LLP was one of nine respondents to the City's Request for Qualifications ("RFQ") for auditing services for the fiscal year ended August 31, 2019 and includes additional fiscal years through August 31, 2023, for a total of five (5) years. A committee comprised of representatives from Office of the Comptroller and the Internal Audit department ranked the firms prior to discussing price based on the RFQ process. Based on the evaluations of the proposals, the committee recommends Gant Thornton LLP to the Council. Grant Thornton LLP is the U.S member firm of Grant Thornton International Ltd, one of the world's leading organizations of independent audit, tax and advisory firms.

SELECTION SUMMARY:

PROTEST

☒ No protest received for this requirement.

☐ Protest received.

CONTRACT VARIANCE:

None

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

THAT a one year contract and a four (1) year options to extend with Grant Thornton, LLP for auditing services in conjunction with the City's annual audit for fiscal years 2019 through 2023, for an amount of \$365,100.00 for the initial year, for the first option year \$365,100.00, for the second option year \$382,500.00, for the third option year \$382,500.00, for the fourth option year \$400,050.00 for a total contract amount not to exceed \$1,895,250.00 is hereby approved; and

THAT the City Manager or designee be authorized to sign an Agreement/Letter of Engagement for Professional Auditing Services ("*Agreement*") for the fiscal year ended August 31, 2019 and authorize the City Manager or designee to sign an Agreement for the subsequent four fiscal years subject to review by the City Attorney's Office, provided that there is no default and there are no material changes to the scope of work and compensation.

APPROVED this _____ day of July, 2019.


CITY OF EL PASO:

Dee Margo
Mayor

ATTEST:

Laura D. Prine
Municipal Clerk

APPROVED AS TO FORM:



Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:



Margarita M. Munoz, City Comptroller
Office of the Comptroller

**COUNCIL PROJECT FORM
(REQUEST FOR QUALIFICATION)**

*******POSTING LANGUAGE BELOW*******

Please place the following item on the **CONSENT** agenda (under **RESOLUTIONS**) for the Council Meeting of **July 23, 2019**.

Strategic Goal: No. 6: Set the Standard for Sound Governance and Fiscal Management

Discussion and action on the award of Solicitation No. 2019-1034R Professional Auditing Services to Grant Thornton LLP for an initial term of one (1) year for a fee not to exceed \$365,100. The award is to include a four (4) year annual renewal options for a fee not exceed for each year as follows:

Year 2020 - \$365,100
Year 2021 - \$382,500
Year 2022 - \$382,500
Year 2023 - \$400,050

The total fee for a total five (5) year award is \$1,895,250.00

Department:	Office of the Comptroller
Vendor:	Grant Thornton LLP. Houston, TX
Item(s):	All
Option to Extend:	4 years
Annual Fixed Fee Amount:	
Total Estimated Award:	\$ 1,895,250.00
Funding Source:	Various funding sources including General Fund, Airport, Environmental Services, Sun Metro and International Bridges. The estimated cost for Fiscal year 2019 through 2023 is \$1,895,250.00

Districts: All

Office of the Comptroller will be using this contract to audit the financial statements of the City and express an opinion on the fair presentation of its basic financial statements in conformity with generally accepted accounting principles and GASB standards.

This a Request for Qualification, professional service contract.

In addition, the City Manager or designee be authorized to sign an Agreement/Letter of Engagement for Professional Auditing Services ("**Agreement**") for the fiscal year ended August 31, 2019 and authorize the City Manager or designee to sign an Agreement for the subsequent four fiscal years subject to review by the City Attorney's Office, provided that there is no default and there are no material changes to the scope of work and compensation.

The Purchasing & Strategic Sourcing Department and Office of the Comptroller Department recommend that the contract be awarded to Grant Thornton LLP, the highest ranked vendor. In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.



CITY OF EL PASO
REQUEST FOR QUALIFICATIONS TABULATION FORM



Bid Opening Date: MAY 22, 2019

Solicitation #: 2019-1034R

Project Name: PROFESSIONAL AUDITING SERVICES

Department: OFFICE OF THE COMPTROLLER

BIDDER'S NAME:	LOCATION:	AMENDMENT(S) ACKNOWLEDGED:
BELT HARRIS PECHACEK, LLLP	HOUSTON, TX	YES
BKO, LLP	SPRINGFIELD, MO	YES
CARR, RIGGS & INGRAM, LLC	ENTERPRISE, AL	YES
CLIFTONLARSONALLEN LLP	MINNEAPOLIS, MN	YES
GRANT THORNTON, LLP	OAKBROOK TERRCE, IL	YES
MOSS ADAMS LLP	SEATTLE, WA	YES
PATTILLO, BROWN AND HILL, L.L.P.	WACO, TX	YES
RSM US LLP	DAVENPORT, IA	YES

NOTE: The information contained in this RFQ tabulation is for information only and does not constitute actual award/execution of contract.

Approved: _____

Date: _____

2019-1034R PROFESSIONAL AUDITING SERVICES



CITY OF EL PASO
REQUEST FOR QUALIFICATIONS TABULATION FORM



Bid Opening Date: MAY 22, 2019

Solicitation #: 2019-1034R

Project Name: PROFESSIONAL AUDITING SERVICES

Department: OFFICE OF THE COMPTROLLER

BIDDER'S NAME:	LOCATION:	AMENDMENT(S) ACKNOWLEDGED:
WEAVER AND TIDWELL LLP DBA WEAVER	FORT WORTH, TX	NO
RFQs SOLICITED: 6 LOCAL RFQs SOLICITED: 2 RFQs RECEIVED: 9 LOCAL RFQs RECEIVED: 0 NO BIDS: 0		

NOTE: The information contained in this RFQ tabulation is for information only and does not constitute actual award/execution of contract.

Approved:_____

Date:_____

2019-1034R PROFESSIONAL AUDITING SERVICES

COMMITTEE SUMMARY SCORE SHEET
Request for Qualifications
SOLICITATION TITLE: PROFESSIONAL AUDITING SERVICES

SOLICITATION NO: 2019-1034R

EVALUATION CRITERIA	WEIGHT	MAX POINTS	BELT HARRIS PECHACEK, LLP	BKD, LLP	CARR, RIGGS & INGRAM, LLC	CLIFTON LASON ALLEN, LLP	GRANT THORNTON, LLP	MOSS ADAMS LLP	PATTILLO, BROWN AND HILL, LLP	RSM US, LLP	WEAVER AND TIDWELL, LLP DBA WEAVER
A. General Overview of Firm and Services	20%	20	16.50	20.00	17.50	17.50	20.00	19.75	15.50	17.00	20.00
B. Experience in Professional Auditing Services	25%	25	19.75	22.00	19.50	21.00	24.75	24.25	17.50	22.75	23.25
C. Capacity and Capability of Firm's Resources	25%	25	18.50	21.25	20.50	21.75	23.75	23.75	17.00	21.75	23.00
D. Timeliness of Deliverables	15%	15	12.75	14.75	13.00	13.00	15.00	13.75	13.75	14.50	13.25
E. Number of hours dedicated to Engagement	15%	15	10.25	13.50	13.75	12.50	15.00	15.00	13.00	13.25	11.50
Grand Total	100%	100	77.75	91.50	84.25	85.75	98.50	96.50	76.75	89.25	91.00