



City Council  
Agenda Memo

**TO:** Larry D. Gilley, City Manager  
**FROM:** Mindy Patterson, Director of Finance  
**SUBJECT:** Oral Resolution Authorizing the City Manager to Execute A Professional Services Agreement with Davis, Kinard & Co., P.C. for Audit Services

**City Council**  
**Meeting Date: 07/10/14**

**GENERAL INFORMATION**

The City Charter requires that the City Council select a firm to conduct an audit of all accounts of the City. The contract with the City Council’s independent auditor, Davis, Kinard & Co., P.C., expired with the conclusion of the audit for fiscal year 2012-13. Davis, Kinard & Co., P.C. has performed the audit of the City for the last twenty-six years consecutively.

City staff solicited proposals from thirteen firms with the City receiving six proposals. Our evaluation process scored each firm based upon mandatory elements of the proposal, a technical score and a score for fee estimates. It was determined that five of the firms met all of the requirements of the proposal.

The request was for a five year engagement. It must be noted to Council that state law forbids competitive bidding as a means for selection of a certified public accountant. While all firms have submitted estimates of their fees, they cannot be bound by these estimates. However, each firm was asked to submit a not to exceed total fee, which traditionally has been the fee estimate.

Below are the five year fee estimates:

Davis, Kinard & Co., P.C.	\$415,000
BKD LLP	422,900
Weaver & Tidwell LLP	450,000
Becky Roberts, CPA	447,800
Pattillo, Brown & Hill, LLP	520,200

**FUNDING/FISCAL IMPACT**

Funds are available in the General Fund, Water and Sewer Fund, various other funds, and the federal and state grants for this agreement.

**STAFF RECOMMENDATION**

Staff recommends the Council authorize the City Manager to execute the agreement with Davis, Kinard & Co., P.C. for audit services not to exceed the above estimates.

<b>Prepared By:</b> <b>Name</b> <u>Mindy Patterson</u> <b>Title</b> <u>Director of Finance</u>	<b>Item No.</b> <u>6.3</u>	<p style="text-align: center;"><b>Disposition by City Council</b></p> <input type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Denied</b> <input type="checkbox"/> <b>Other Ord/Res #</b> _____  <p style="text-align: center;">_____</p> <p style="text-align: center;"><b>City Secretary</b></p>
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