

**MINUTES**  
**SELECTION / EVALUATION**  
**COMMITTEE RFP E-16-21**  
**Independent Auditing Services**  
**October 26, 2021**  
**9:00 AM**

The Selection/Evaluation Committee (Committee) consisted of:

Rex Hardin, City of Pompano Beach Mayor, and Committee Chair (Voting)  
Frank L. Dipaolo, City of Dania Beach Finance Director (Voting)  
Susan Liburd, City of Miramar Chief Financial Officer (Voting)  
Duane A. Mathis, Miami-Dade Dept. of Transportation Controller (Voting)

Also in attendance:

Andrew Jean-Pierre, Finance Director (Non-Voting)  
Allison Feurtado, Controller (Non-Voting)  
Carla R. Byrd, General Services Director (Non-Voting)  
Jeffrey English, Purchasing Agent (Non-Voting)

All of the voting and non-voting Committee members were approved by the City Commission on March 23, 2021, in accordance with section 218.391 of Florida Statutes. The meeting was held to evaluate the proposals received in response to the City of Pompano Beach’s (City’s) Request for Proposal (RFP) E-16-21 to establish a contract for independent auditing services. This meeting was posted as a “Public Meeting”. Seven (7) firms submitted responses to the City’s RFP. The meeting was called to order at 9:33 AM.

The Purchasing Division of the General Services Department (Purchasing Division) provided introductory remarks, addressing the roles and responsibilities of the Committee members as detailed in the RFP. Andrew Jean-Pierre, Finance Director, led the technical discussion. The Purchasing Division facilitated the meeting by explaining the evaluation procedures as detailed in the RFP and collected Conflict of Interest Statements from all voting members. Each Committee member reviewed all of the responses in advance of the meeting.

The Committee discussed each of the proposals, and scored the responses using voting forms containing the evaluation criteria published in the RFP, with the following results:

(1)	Keefe, McCullough & Co., LLP. ....	386
(2)	MSL, PA .....	383
(3)	Marcum, LLP. ....	380
(4)	RSM US, LLP .....	378
(5)	Anthony Brunson PA .....	365.925
(6)	S. Davis & Associates, PA .....	363
(7)	HCT CPA and Consultants, LLC .....	353

Pursuant to City Ordinance 2018-46 establishing a Local Business Program, Anthony Brunson PA, was awarded an additional 2.5% for compliance with Tier 2 requirements. The Committee decided oral presentations would not be required. A copy of the voting matrix is attached.

The meeting adjourned at 12:24 PM.