



Purchasing Department  
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[www.leaguecitytx.gov](http://www.leaguecitytx.gov)

## MEMORANDUM

To: John Baumgartner, City Manager

From: Gwynetheia V. Pope, Purchasing Supervisor

CC: Kristian Polian, Finance Director  
Teresa McKenzie, Asst. Finance Director  
Michael Kramm, Asst. City Manager

Date: 8/27/2019

Re: Request for Proposal (RFP) No. 19-FIN-011  
External Auditing Services  
Evaluation and Award Recommendation

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Enclosed for your review and approval is the award recommendation for Request for Proposal (RFP) No. 19-FIN-011 External Auditing Services.

### **HISTORY**

Six proposals were received pursuant to solicitation 19-FIN-011 External Auditing Services. Each package was carefully reviewed by an evaluation committee comprised of City Staff. After initial review the top three firms were selected to come in and present to the evaluation committee.

### **AWARD RECOMMENDATION**

It was the committee's unanimous decision to award Belt, Harris, Pechacek. Belt, Harris, Pechacek was selected for the extensive experience of their staff, the company's focus on governmental auditing, their commitment to finding ways to improve the City's practices and limit risk, and their availability to staff based on geographical location.

*G. Valeris Pope*  
Gwynetheia V. Pope CTPM, CTCM  
Purchasing Supervisor



EVALUATION SCORING MATRIX - SUMMARY  
 REQUESTS FOR PROPOSALS  
 RFP #19-Fin-011 - External Auditing Services  
 DUE: August 5, 2019

EVALUATION CRITERIA	Total Points Allowed	Belt Harris Pechacek	BKD	McConnell Jones &	Pattillo, Brown & Hill	Weaver & Tidwell	Whitley Penn
		<i>Houston, TX</i>	<i>Dallas, TX</i>	<i>Houston, Tx</i>	<i>Waco, TX</i>	<i>Houston, TX</i>	<i>Houston, TX</i>
Qualifications and Experience	625	625	600	500	537.5	513	625
Project Design and Methodology	625	625	437.5	500	525	412.5	600
Pricing and Fees	1000	740	600	680	860	790	790
References	250	250	170	150	197.5	160	207.5
TOTAL	2500	2240	1807.5	1830	2120	1875.5	2222.5

G. Valeris Pope  
 Gwynetheia V. Pope, Purchasing Supervisor

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 Date

COMPANY NAME	TOTALS
BELT HARRIS PECHACEK	2240
WHITLEY PENN	2222.5
PATILLO, BROWN & HILL	2120
WEAVER & TIDWELL	1875.5
MCCONNELL & JONES	1830
BKD	1807.5