

Memorandum



CITY OF DALLAS

DATE May 22, 2020

Honorable Members of the Government Performance & Financial Management
Committee: Jennifer S. Gates (Chair), Cara Mendelsohn (Vice Chair),
Carolyn King Arnold, Adam Bazaldua, Lee Kleinman, Omar Narvaez, Casey Thomas, II

SUBJECT **Request for Competitive Sealed Proposal (RFCSP) for External Audit Services for
FY 2020 - 2024**

The City is required by Chapter III, Section 19 of the City Code and by state law to have an annual audit of the financial statements performed by an independent CPA firm registered with the Texas State Board of Public Accountancy as a firm practicing public accountancy. Unlike most contracts, the City Council evaluates and recommends the award of the auditing services contract without a recommendation from City staff.

Grant Thornton, LLP was awarded the auditing services contract from fiscal years 2007 through 2009. Grant Thornton, LLP was awarded the contract again from fiscal years 2010 through 2014 and fiscal years 2015 through 2019. The current contract with Grant Thornton, LLP expires on June 30, 2020 but will be extended until September 30, 2020. A new contract for auditing services should be in place prior to the end of fiscal year 2020 to allow sufficient time to plan the audit and begin preliminary field work.

The RFCSP provides for a 5-year contract with the ability for the City to terminate the contract upon 30 days written notice. All provisions of this RFCSP remain essentially the same as the current contract. The selection criteria of the RFCSP has the following recommended selection criteria and weightings.

- Government Auditing Experience – 35 points
- Approach – 20 points
- Cost and Timeframe – 30 points
- Business Inclusion and Development Plan (BID) – 15 points

The proposed timeline for this RFCSP is listed below:

- Advertising – May 28, 2020 and June 4, 2020
- Pre-proposal meeting – June 5, 2020
- Proposal due date – July 1, 2020
- Vendor presentations to the GPFM Committee – August 24, 2020
- GPFM Committee complete tabulation worksheets – August 26, 2020
- Memo to GPFM Committee regarding results – August 28, 2020
- Approval by Council – September 9, 2020

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If you have any questions, please contact me or Sheri Kowalski, City Controller, by email at sheri.kowalski@dallascityhall.com or by phone at 214-670-3856.



M. Elizabeth Reich
Chief Financial Officer

[Attachment]

c:	Honorable Mayor and Members of the City Council	Majed A. Al-Ghafry, Assistant City Manager
	T.C. Broadnax, City Manager	Joey Zapata, Assistant City Manager
	Chris Caso, City Attorney	Nadia Chandler Hardy, Assistant City Manager
	Mark Swann, City Auditor	Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
	Biliera Johnson, City Secretary	Laila Alequresh, Chief Innovation Officer
	Preston Robinson, Administrative Judge	M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
	Kimberly Bizer Tolbert, Chief of Staff to the City Manager	Directors and Assistant Directors
	Jon Fortune, Assistant City Manager	