

M E M O R A N D U M

To: Town Commission
From: Tom Harmer, Town Manager
Report date: January 29, 2021
Meeting date: March 1, 2021
Subject: Renewal of Contracted Services for Annual Audit

Recommended Action

Authorize the Town Manager to renew contract for Audit Services with Mauldin & Jenkins, LLC for the audit periods ending September 30, 2021, 2022, and 2023.

Background

Audit Services:

Pursuant to Article V, Section 12, Audit of Accounts, of the Town Charter, the Commission at the end of each fiscal year, shall cause the books of accounts of the Town to be audited by an independent certified public accountant selected by the Town Commission. The Town Commission determined that it would be in the Town's best interest to have the assistance of a Finance Committee as an ad hoc subcommittee of the Town Commission to report and make recommendations to the Town Commission and established such Committee in 2011.

Mauldin & Jenkins has been the Town's auditors since 2014, through two separate competitive bid processes between 2014 and 2018. The Town currently has a three (3) year agreement with Mauldin & Jenkins covering the periods ending September 30, 2018, 2019, and 2020 for audit services. The engagement for the FY20 audit is expected to be completed by March 31, 2021. The terms of the current Agreement allow for the Town the right to renew for one (1) additional three (3)-year period under the same terms and conditions of the original Agreement.

The Finance Committee serves as the Auditor Selection Committee in compliance with Florida Statutes 218.391 and follows selection procedures as outlined in Florida Statutes 218.391. On January 29, 2021 the Finance Committee met and discussed Audit Services and the current opportunity to renew the current agreement for an additional three (3) years. The Committee unanimously voted to recommend the three (3) year renewal to the Town Commission.

The current fee for the FY20 audit is \$43,900. Wade Sansbury has submitted a renewal proposal for your consideration and we have provided a history of prior audit fees and prior bid proposals for comparison.

The proposed renewal is \$138,800 for three years of audits plus \$13,500 for single audits, if required, and reflects an increase of 7% over the three-year extension period,

or an average annual increase of 2.33% per year. This proposed pricing is very close to prices we saw back in 2014 from two other bidders.

We support the Finance Committee's recommendation to renew the current agreement. Based on past experience with Mauldin & Jenkins, the Finance Department enjoys working with the auditors and has had no disagreements or problematic issues. Finance has always been provided knowledgeable staff and consistent staffing. Wade Sansbury, a principal of the firm, has always made himself available throughout the year to answer accounting questions and has assisted with some complex issues associated with the undergrounding assessments, undergrounding bond resolutions and bond covenants since inception of the project. It is recommended we retain their services to see this project through completion and the final close out of project costs and ultimately the final calculation of assessments.

Staff Recommendation

Authorize the Town Manager to renew contract for Audit Services with Mauldin & Jenkins, LLC for the audit periods ending September 30, 2021, 2022, and 2023.

Attachments

- A. Audit Fee history (Available in Town Clerk's office)
- B. Mauldin & Jenkins LLC Audit Proposal (Available in Town Clerk's office)

End of Agenda Item