



Auditor Selection Committee
August 5, 2025
Council Chambers
5:00 PM



- I. Call to Order
- II. Minutes Approval
 - 1. Auditor Selection Committee Meeting Minutes of June 2, 2025.
- III. Decisions
 - 1. Evaluation and Recommendation: RFP 132-2025-01 External Auditing Services.
- IV. Adjournment

Notice: Any person who desires to appeal any decision made at this meeting or hearing will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's office (407-539-6219) 48 hours in advance of the meeting.

MEETING DATE		AGENDA
August 5, 2025		Section: Minutes Approval
Department/Office : Finance Department	AGENDA REPORT	Item #: 1.
Subject: Auditor Selection Committee Meeting Minutes of June 2, 2025.		
Requested Action or Motion: Move to approve the Auditor Selection Committee meeting minutes of June 2, 2025, as presented.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. ASC 622025		
Commission/Board: Other		
Contact Person: Jerry Gray 407-539-6201		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
August 5, 2025		Section: Decisions
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Evaluation and Recommendation: RFP 132-2025-01 External Auditing Services.		
Requested Action or Motion: Move to rank the responding firms to RFP 132-2025-01 for External Auditing Services in the following order of preference: 1. 2. 3. 4. Further, move that the committee's ranking and recommendation be prepared and presented to the City Council for consideration.		
Summary Explanation & Background: Following the auditor selection committee's approval of external audit services evaluation criteria, Request for Proposal (RFP) No. 132-2025-01 was publicly advertised. Four responsive proposals were received by the city on or before the deadline and disseminated to members of the committee for review. The audit selection committee is now responsible for ranking and recommending, in order of preference, at least three firms deemed to be the most highly qualified to perform the required services after considering the criteria contained within the RFP. City staff will prepare an agenda item with the committee's recommendations for City Council's consideration. Because compensation is one of the factors established in the RFP and used in the evaluation of proposals, City Council, as the governing body, must select the highest-ranked qualified firm or document the reason for not selecting the highest-ranked firm. If a satisfactory contract cannot be negotiated with the recommended firm, the City Council may negotiate with the next highest-ranked firm until an agreement is reached.		
Fiscal Impact: None at this time.		
Exhibits:		
Commission/Board: Other		
Contact Person: Shannon Lewis, Jerry Gray 407-539-6221, 407-539-6201		
Reviewed by City Attorney N/A		