

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Greater FY20-003 – Construction, Operational and Information Technology Auditing Services

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the recommendation to award the Request for Proposal (RFP) FY20-003 – Construction, Operational and Information Technology Auditing Services for a period of two (2) years, six (6) months, from January 1, 2020 through June 30, 2022. The terms of the contract provide for two (2) additional one (1) year renewal periods and an additional one hundred and eighty (180) days after the expiration period, if necessary. This contract will replace RFP 15-008V that will expire on December 31, 2019.

The spending authority being requested is \$857,500 for the contract period.

Goods/Services Description

Responsible: Office of the Chief Auditor

This contract will be used to support the Office of the Chief Auditor (OCA) to supplement its audit coverage, but the services may be used by other areas to support various District initiatives.

The OCA intends to use this contract to engage outside consultants to assist in meeting its responsibilities for providing audit coverage of Internal Funds, Property & Inventory, Operational, Facility and Information Technology testing.

Most of the contract will be used for audits of the SMART Bond Construction Management Quality Assurance Monitoring/Program Manager Review testing that is funded through the District Educational Facilities Plan (DEFP) budget that is scheduled for approval in September 2019.

Other significant use of the contract will be for testing of technology systems and the District's discipline policies and to address motions of the School Board Audit Committee.

This RFP allows the District to use an independent certified public accounting firm for various audits, including process, payment, special payment, facility-related, technology, information system, discipline, and other audits, which may consist of audits of consultants and vendors engaged by SBBC, such as programmers, specialists, architects, engineers, construction managers, contractors, program developers, and designers. Projects may include a review of design/build projects, construction management at-risk projects, joint ventures and turnkey acquisition audit projects engaged by SBBC as well as audits of subcontractors and equipment suppliers to SBBC.

Procurement Method

Responsible: PWS

The Procurement Method chosen is through a competitive solicitation, which is required by Purchasing Policy 3320, Part II, Rule D, and Florida Administrative Code 6A-1.012(7).

Procurement & Warehousing Services procured this same service back on July 1, 2014, under RFP 15-008V and will provide the same services under the new RFP FY20-003.

This solicitation was released on February 4, 2019 through February 26, 2019, where four hundred and twenty-four (424) vendors were notified, and fourteen (14) vendors downloaded the solicitation. Five (5) Proposers submitted responses to the solicitation and were recommended for the award by the Evaluation Committee, as indicated below:

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The Affirmative Procurement Initiative recommended by the Supplier Diversity and Outreach Program for this RFP was S/M/WBE Subcontracting Goal Program of one (1) percent.

- Carr, Riggs & Ingram, LLC
- *HCT Certified Public Accountants & Consultants, LLC
(S/MBE –AA Prime)
- RSM US LLP
- *S. Davis & Associates, PA
(S/MBE-AA-Prime)
- *TriMerge Consulting Group, PA
(S/M/WBE-AA Prime)

(*) Certified S/MBE and S/M/WBE Vendors

Financial Impact

Responsible: PWS and Office of the Chief Auditor

The estimated financial impact to the District will be \$857,500 over the contract period. The funding source will come from the Capital Budget (Quality Assurance line item in the DEFP) and the OCA’s operating budgets, as demonstrated in the breakdown below:

Funding Source: Capital / DEFP			
Year	Period	Amount	Notes
Year 1	2020	\$ 200,000	Quality assurance testing in DEFP
Year 2	2021	\$ 200,000	Quality assurance testing in DEFP
Year 3	2022 (6 months)	\$ 100,000	Quality assurance testing in DEFP
Year 1-3 Contingency	2020 - 2022	\$ 100,000	Contingency for unplanned SMART testing
Subtotal		\$ 600,000	
Funding Source: OCA Operating Budget			
Year	Period	Amount	Notes
Year 1	2020	\$ 85,000	Outsourced OCA budget - fiscal '20
Year 2	2021	\$ 85,000	Anticipated outsourced OCA budget – fiscal '21
Year 3	2022 (6 months)	\$ 42,500	Anticipated outsourced OCA budget – fiscal '22
Year 1-3 Contingency	2020 - 2022	\$ 45,000	Contingency for unplanned audit testing
Subtotal		\$ 257,500	
GRAND TOTAL		\$ 857,500	

The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.