

Children’s Services Council of Leon County

2002 Old St. Augustine Rd., Ste. A-50,
Tallahassee, FL 32301



Date	To	From
January 5, 2023	Dr. Zandra Glenn CSC Leon County Council Chair	Rob Renzi, Spokesperson CSC Leon County RFP Solicitation Committee

SUBJECT: Recommendation for Award for Financial Auditing Services

EXECUTIVE SUMMARY

Based on the findings below, the Financial Auditing Services Solicitation Committee hereby recommends that CSC Leon award the referenced contract to **Purvis Gray, Certified Public Accountant**, which the Committee has determined will provide the best value based on the criteria specified in the Request for Proposal entitled *Financial Auditing Services* (“RFP”). The contract price is **\$49,000** for the life of the contract.

BACKGROUND

On November 17, 2022, the CSC Leon governing council approved issuance of the RFP inviting responses from vendors interested in providing financial and compliance auditing services to CSC Leon. The RFP included a draft statement of work for an independent audit of three fiscal years, 2020-2023. Overall, the goal of the RFP was to select a single vendor that would provide the best value to CSC Leon for auditing services by persons or entities qualified to perform audits of independent special districts of the State of Florida.

CSC Leon issued the RFP on November 18, 2022. By December 16, 2022, CSC Leon received three Responses. The designated Solicitation Committee members (Luis Camejo, Danielle Fried, and Rob Renzi) independently evaluated the Responses in accordance with the following categories:

- Experience, Qualifications and References: 20 pts
- Proposed Pricing: 30 pts

On January 5, 2023, the Committee met publicly to review their collective scores and formulate by consensus a recommendation of Contract award that will provide best value to CSC Leon.

The Committee unanimously decided to recommend Purvis Gray based on the following:

- The experience of the Respondent clearly demonstrates expertise in the provision of auditing services to include rendering services to other independent special districts in the State of Florida.
- The proposed pricing from the Respondent was the only proposal that included a significant lower cost for the first year, reflecting the true scope of work described within the RFP.
- The Respondent earned above average scores in both categories with an 86.7% in Experience, Qualifications and References and a 90.0% in Proposed Pricing. Their overall total score was 88.7%.
- CSC Leon conducted a thorough and transparent competitive procurement process.

In consideration of the above, we respectfully recommend award of this contract to Purvis Gray, the best value response to the RFP with a contract amount of \$49,000 for the life of the contract.

Respectfully,

Rob Renzi, Spokesperson
Children's Services Council of Leon County
RFP Solicitation Committee

Date