

TOWN OF LOXAHATCHEE GROVES

155 F Road Loxahatchee Groves, FL 33470



AGENDA MEMO

Agenda Item #9

TO: Town Council of Town of Loxahatchee Groves

FROM: Francine Ramaglia, Town Manager

VIA:

DATE: July 19, 2022

SUBJECT: Review and Approval of the Request for Proposal (RFP) for Auditor Services by the Council sitting as the Auditor Selection Committee

Background:

The State of Florida Auditor General Guidelines for the selection of audit services requires that the auditor selection committee review the Request for Qualifications (RFP) prior to its release. These guidelines require at least one member of council to be a member of and to chair the selection committee; therefore, the Council voted for the full Town Council to serve as the auditor selection committee.

The accompanying RFP has been prepared based on the Auditor General Guidelines; has been compared to numerous recent other cities' RFPs; was previously reviewed by FAAC with their suggestions incorporated; and was reviewed by our attorney. There are some edits and other housekeeping matters to clean up before the document is officially released; however, staff wanted to get the input from the Council sitting as the auditor selection committee prior to finalizing the RFP.

Recommendations:

Move that the Town Council approve the accompanying RFP for Auditor Services.