

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council - Commissioner's Court Meeting		Item ID:	34788	Agenda Number	68.
Meeting Date:	August 28, 2014				
Department:	Purchasing				
Subject					
Authorize award, negotiation, and execution of a 12-month requirements service contract with PADGETT, STRATEMANN & CO., LLP, or one of the other qualified offerors to RFQS No. TLG0500, to provide auditing services for the Austin Convention Center Department, in an amount not to exceed \$60,000, with four 12-month extension options in an amount not to exceed \$60,000 per extension option, for a total contract amount not to exceed \$300,000.					
Amount and Source of Funding					
Funding in the amount of \$5,000 is available in the Fiscal Year 2013-2014 Operating Budget of the Austin Convention Center Department. Funding for the remaining 11 months of the original contract period and extension options is contingent upon available funding in future budgets.					
Fiscal Note					
There is no unanticipated fiscal impact. A fiscal note is not required.					
Purchasing Language:	Best qualified response.				
Prior Council Action:					
For More Information:	Terra Green, Buyer II, 512-972-4022				
Boards and Commission Action:					
Related Items:					
MBE / WBE:	This contract will be awarded in compliance with City Code Chapter 2-9C (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.				
Additional Backup Information					

This contract is for professional auditing services for the Austin Convention Center Department (ACCD).

ACCD currently has two Agreements which require auditing services: (1) the Catering and Concessions Agreement requires an annual, independent, certified financial audit be performed by a State licensed Certified Public Accountant and (2) the Audio Visual Agreement requires an audit firm report on Agreed-Upon Procedures related to the revenue collection process of the contractor who performs these services. The Auditor may provide additional auditing services if requested by ACCD and on an as-needed basis.

Padgett, Stratemann & Co., LLP was evaluated as the most qualified due to extensive knowledge and experience with the auditing services requested, personnel qualifications, and detailed project approach.

This request allows for the development of an agreement with a qualified offeror that Council selects. If the City is unsuccessful in negotiating a satisfactory agreement with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that Council may select another qualified offeror and authorize contract negotiations with this provider.

MBE/WBE solicited: 14/5

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Four hundred thirty notices were sent, including 14 MBEs and 5 WBEs. Four responses were received with no response from the MBEs or WBEs.

APPROVAL JUSTIFICATION

- a. Best qualified response received. Padgett, Stratemann & Co., LLP is the current provider of these services.
- b. The Purchasing Office concurs with the Austin Convention Center Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.