



AGENDA REPORT
August 2, 2018

**Renewal of Existing Agreement with RSM US LLP for Internal Auditing
Services**

SUBJECT:

Approval: Re: Renewal of Existing Agreement with RSM US, LLP for Internal Auditing Services

FISCAL IMPACT:

Fiscal Impact: FY 2018-02019 \$360,000 budgeted in Cost Center 200600, Other Contracted Services.

DEPT/OFFICE:

Central Services

REQUESTED ACTION:

It is requested the Board of County Commissioners approve and authorize the Chair to execute a contract renewal to the Internal Auditing Services Agreement with RSM US LLP and Carr, Riggs & Ingram, LLC, which renews the existing Agreement for one year.

SUMMARY EXPLANATION and BACKGROUND:

On October 7, 2014, the Board of County Commissioners executed a three (3) year agreement with McGladrey LLP and Carr, Riggs & Ingram, LLC for internal auditing services. The agreement includes a provision that the agreement may be renewed for two one(1) year renewals.

October 26, 2015, McGladrey LLP changed their name to RSM US, LLP and was amended in the first renewal effective November 1, 2017 through October 31, 2018.

The current amendment to the agreement is for the final one (1) year renewal with the same terms remaining in force as the original Agreement. The new terms shall begin November 1, 2018 and end October 31, 2019.

Contact: Leslie Rothering, Central Services Department
Phone: 617-7390, ext. 5-6038, Leslie.Rothering@brevardfl.gov

CLERK TO THE BOARD INSTRUCTIONS:

Return executed copy to Purchasing Services.

ATTACHMENTS:

Description

- P31418FinalExtension
- COA Review/Approval

**BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS**



INITIAL CONTRACT REVIEW AND APPROVAL FORM

SECTION I - GENERAL INFORMATION

1. Contractor: RSM US LLP	
2. Fund/Account #:	3. Department Name: County Manager
4. Contract Description: Internal Auditing Services	
5. Contract Monitor: Joy Roth	7. Contract Type: CONSULTANT
6. Dept/Office Director: County Manager, Frank Abbate	

SECTION II - REVIEW AND APPROVAL TO ADVERTISE

<u>COUNTY OFFICE</u>	<u>APPROVAL</u>		<u>SIGNATURE</u>
	<u>YES</u>	<u>NO</u>	
User Agency	<input type="checkbox"/>	<input type="checkbox"/>	_____
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____
County Attorney	<input type="checkbox"/>	<input type="checkbox"/>	_____

SECTION III - REVIEW AND APPROVAL TO EXECUTE

<u>COUNTY OFFICE</u>	<u>APPROVAL</u>		<u>SIGNATURE</u>
	<u>YES</u>	<u>NO</u>	
User Agency	<input type="checkbox"/>	<input type="checkbox"/>	_____
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____
County Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Wilson, Shannon <small>Digitaly signed by Wilson, Shannon DN: cn=Wilson, Shannon, email=Shannon.Wilson@brevardfl.gov Date: 2018.07.23 15:02:44 -0400</small>

SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST

<u>CM DATABASE REQUIRED FIELDS</u>	<u>Complete</u> ✓
Department Information	<input type="checkbox"/>
Department	<input type="checkbox"/>
Program	<input type="checkbox"/>
Contact Name	<input type="checkbox"/>
Cost Center, Fund, and G/L Account	<input type="checkbox"/>
Vendor Information (SAP Vendor #)	<input type="checkbox"/>
Contract Status	<input type="checkbox"/>
Contract Title	<input type="checkbox"/>
Contract Type	<input type="checkbox"/>
Contract Amount	<input type="checkbox"/>
Storage Location (SAP)	<input type="checkbox"/>
Contract Approval Date	<input type="checkbox"/>
Contract Effective Date	<input type="checkbox"/>
Contract Expiration Date	<input type="checkbox"/>
Contract Absolute End Data (No Additional Renewals/Extensions)	<input type="checkbox"/>
Material Group	<input type="checkbox"/>
Contract Documents Uploaded in CM database (Initial Contract Form with County Attorney/ Risk Management Approval; Signed/Executed Contract)	<input type="checkbox"/>
"Right To Audit" Clause Included in Contract	<input type="checkbox"/>
Monitored items: Uploaded to database (Insurance, Bonds, etc.)	<input type="checkbox"/>



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

August 3, 2018

MEMORANDUM

TO: Leslie Rothering, Interim Central Services Director

RE: Item F.2., Agreement to Extend Existing Contract with RSM US, LLP and Carr, Riggs & Ingram, LLC for Internal Auditing Services

The Board of County Commissioners, in regular session on August 2, 2018, approved and authorized the Chair to execute Agreement to Extend Existing Contract for Internal Auditing Services with RSM US, LLP and Carr, Riggs & Ingram, LLC, which renews the existing Agreement for one year. Enclosed are two executed Agreements.

Upon execution by RSM US, LLP and Carr, Riggs & Ingram, LLC, please return a fully-executed Agreement to this office for inclusion in the official minutes.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

Encls. (2)

cc: Contracts Administration
Finance
Budget

RECEIVED

AUG 13 2018

BREVARD COUNTY
PURCHASING SERVICES

AGREEMENT TO EXTEND EXISTING CONTRACT

(Final Renewal)

THIS AGREEMENT made and entered into this 2 day of August 2018 by and between **RSM US LLP**, hereinafter referred to as "Lead Firm," and the **BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA**, a political subdivision of the State of Florida.

WITNESSETH:

WHEREAS, the parties hereto have previously entered into Agreement on October 7, 2014, for services as an internal auditor for the County;

WHEREAS, on October 10, 2017, the parties, as provided for in the original Agreement, renewed the Agreement for a period of one year; and

WHEREAS, the parties hereto desire to extend the term of said Agreement for an additional, and final, term of one year as provided for in the original Agreement dated October 7, 2014.

NOW, THEREFORE, in consideration of the premises and mutual covenants herein contained, the parties hereby agree, as follows:

1. That the previous Agreement between the parties under the Agreement is hereby extended in its term until October 31, 2019, under the same terms and conditions otherwise expressed therein.
2. That all terms and conditions of the previous Agreement, which is incorporated herein by this reference, not inconsistent with the provisions of this Agreement, shall remain in full force and effect.

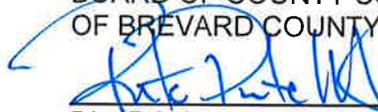
IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals on the date first above written.

ATTEST:



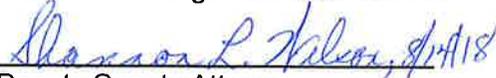
Scott Ellis, Clerk

BOARD OF COUNTY COMMISSIONERS
OF BREVARD COUNTY, FLORIDA



Rita Pritchett, Chair
AS APPROVED BY THE BOARD ON: August 2, 2018

Reviewed for legal form and content



Shannon L. Nelson, 8/1/18
Deputy County Attorney

CONTRACTORS:



Jennifer Murtha, Program Director
RSM US, LLP
7351 Office Park Place, Melbourne, FL 32940
(321) 751-6200




Charles W. Hoyman, Jr., Partner in Charge
Carr Riggs & Ingram, LLC, CPA's
215 Baytree Drive, Melbourne, FL 32940
(321) 255-0088