



MEMORANDUM

TO: Mayor and City Councilors

FROM: Rich Olson, City Manager
Sarah E. Blanchard, Director of Finance

DATE: February 7, 2013

REF: Consideration - Award of Audit Contract

BACKGROUND:

The City requested proposals for audit services. Proposals were mailed to 41 firms, including all local firms. Four proposals were received as follows:

<u>FIRMS</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Total</u>
Andrew Harris, CPA	\$24,975	\$24,975	\$24,975	\$24,975	\$ 99,900
Douglas A. Hollowell, P.C.	28,000	28,500	29,000	29,500	115,000
Petway, Mills & Pearson, PA	23,660	23,900	24,200	25,000	96,760
Pittard, Perry & Crone, Inc.	24,000	24,000	24,000	24,000	96,000

Pittard, Perry & Crone, Inc. offered the most competitive proposal. They have significant governmental audit experience. Headquartered in Goldsboro and having several offices in North Carolina, the Belhaven office would provide the City's audit.

ANALYSIS:

The Finance Committee discussed this matter during their meeting on February 7, 2013 and recommends approval.

STAFF RECOMMENDATION:

By motion award the City's audit contract to Pittard, Perry & Crone, Inc. for a four year period pursuant to their proposal.