



Dinwiddie County Finance and General Services

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MEMORANDUM

TO: Board of Supervisors

FROM: Anne Howerton, Deputy County Administrator

DATE: May 15, 2022

SUBJECT: Contract Award, Auditing Services

Background

Section 15.2-2511 of the Code of Virginia states that counties must have an audit of their accounts and records performed annually by an independent certified public accountant. In addition, the locality must contract with this auditor by April 1st of each fiscal year. The current five year auditing services contract with Brown, Edwards & Company Inc. expired on February 28, 2022. The annual audit includes the Schools, Social Services, and the Industrial Development Authority, in addition to the County. Although the Water Authority and the Airport Authority are included as component units in the County's annual financial report, they have their own separate auditing services contracts and are not included in this contract.

Actions

We released an RFP for professional auditing services on December 28, 2021. Three vendors responded to the RFP on January 18, 2022. Interviews were held in February with all three firms and the selection committee evaluated all firms based on criteria set out in the RFP. Final price negotiations were then conducted and Robinson, Farmer, Cox Associates was selected for a contract award. Further details on this procurement can be found on the County website at www.dinwiddieva.us/purchasing.

Recommendation

We recommend approval of the following resolution.

BE IT RESOLVED, that the Board of Supervisors of Dinwiddie County, Virginia does hereby authorize and direct the County Administrator to execute the attached contract with Robinson, Farmer, Cox Associates for auditing services with any changes, substantive or otherwise, as may be approved by the County Administrator.