

CITY OF BEEVILLE

400 N. Washington Street

PHONE (361) 358-4641
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BEEVILLE, TEXAS 78102-3938

January 16, 2015

To All Potential Auditors

The City of Beeville is requesting proposals from qualified certified public accountants to perform the audit of the financial records for the City's 2014 fiscal year, which ended on September 30, 2014. The contract awarded through this process will include the same services for the fiscal years ending September 30, 2015 and 2016.

The City recognizes the lateness of this request for proposals in relation to the end of fiscal year 2014. *This unfortunate circumstance resulted from our previous auditor notifying us in December they could not meet our desired timeline for delivery of the 2014 Comprehensive Annual Financial Report. Up until receipt of this notice, the City had anticipated delivery of the 2014 CAFR on or before March 15, 2015.*


In the most recently completed CAFRs, late delivery of the report has become an issue. The auditors' report of the 2013 CAFR was dated November 19, 2014. Since late delivery of the report makes it impossible to utilize the information in the budget planning process that occurs in the summer months each year, City Management has determined the 2014 and subsequent CAFRs must be delivered in a timelier manner.

In the current situation, the City desires the 2014 CAFR be delivered to the City no later than June 15, 2015. In the ensuing years, the City expects the delivery of the CAFR no later than March 15 of the year following the fiscal year end.

Firms interested in being considered for this engagement must have their sealed proposals to the City of Beeville no later than 4 p.m., February 4, 2015. The City intends to award the contract at the Regular City Council Meeting scheduled for 6 p.m., February 10, 2015. Please direct all inquiries to Kristine Horton, Financial Services Manager, 361-358-4641, extension 223.

Thank you for your consideration.

Sincerely,


Sandy Clarkson, CPA
Interim Finance Director

CITY OF BEEVILLE
REQUEST FOR PROPOSAL (RFP)
for
PROFESSIONAL AUDITING SERVICES



RFP # 2015-001
DUE DATE:
Wednesday, February 4, 2015
@ 4:00 P.M.

CITY OF BEEVILLE, TEXAS
400 N. WASHINGTON
BEEVILLE, TX 78102
(361) 358-4641, EXT. 223
www.beevilletx.org

**City of Beeville, Texas
Request for Proposal
Independent Audit Services**

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1. INTRODUCTION

1.1 The City of Beeville, Texas (the City) is soliciting requests for proposal (RFP) from qualified firms of certified public accountants to audit its financial statements. The term of the audit contract will be for three (3) years, with an optional renewal for one (1) two-year term, not to exceed a maximum contract period of five (5) years. These audits are to be performed in accordance with generally accepted auditing standards, the standards set forth for financial audits in the U.S. General Accounting Office's (GAO) *Government Auditing Standards* (1994), the provisions of the federal Single Audit Act of 1984, and U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of State and Local Governments*.

1.2 There is no expressed or implied obligation for the City to reimburse responding firms for any expenses incurred in preparing proposals to respond to this request.

1.3 During the evaluation process, the Financial Review Committee reserve the right, where it may serve the City's best interest, to request additional information or clarifications from proposers, or to allow corrections of errors or omissions. At the discretion of the City or the Financial Review Committee, firms submitting proposals may be requested to make oral presentations as part of the evaluation process.

1.4 The City reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this RFP, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the City and the firm selected.

1.5 It is anticipated that the selection of a firm will be completed on February 10, 2015. Following the notification of the selected firm, it is expected a contract will be executed between both parties by February 17, 2015.

1.6 Term of engagement. A three year contract, with an optional one-time two-year extension, is contemplated, subject to the annual review and recommendation of the Financial Review Committee, the satisfactory negotiation of terms (including a price acceptable to both the City and the selected firm), and concurrence of the City Council and the annual availability of appropriation. The total term of the engagement will not exceed five (5) years.

1.7 Subcontracting. Firms submitting proposals are encouraged to consider subcontracting portions of the engagement to small audit firms. If this is to be done, that fact, and the name of the proposed subcontracting firm(s), must be clearly identified in the proposal. Following the award of the audit contract, no additional subcontracting will be permitted without the express prior written consent of the City.

2. CALENDAR OF EVENTS

The following is a proposed calendar of events for the auditor selection. Dates are subject to change.

<u>Date</u>	<u>Description of Events</u>
February 4, 2015	Receive proposals by 4:00 p.m. at City of Beeville Finance Department
February 5, 2015	Financial Review committee will look over RFP's received
February 10, 2015	Final recommendation to City Council
February 17, 2015	Engagement Letter executed for fiscal year 2014 audit

3. CRITERIA FOR EVALUATION

3.1 The Financial Review Committee will review the submitted proposals. The recommendation will be based on the proposal determined to be most advantageous on behalf of the City and the taxpayers.

3.2 The Financial Review Committee is comprised of three members the City Manager, Interim Finance Director and Financial Services Manager.

3.3 While the City desires to achieve a cost effective audit, the emphasis is on quality, not low fees. As expressed in the Local Government Chapter 2254 Sec. 2254.003 the City may not select a provider of professional service or a group or association of providers or award a contract for the services on the basis of competitive bids submitted for the contract or for the services, but shall make the selection and award: (1) on the basis of demonstrated competence and qualifications to perform the services and (2) for a fair and reasonable price.

3.4 Additional evaluation criteria will be considered in the evaluation process that is provided under Appendix II.

4. SCOPE OF AUDIT SERVICES REQUIRED

4.1 The City desires the auditor to express an opinion on the fair presentation of the City's general purpose financial statements in conformity with generally accepted accounting principles (GAAP).

4.2 The City also desires the auditor to express an opinion on the fair presentation of its combining and individual fund and account group financial statements and schedules in conformity with GAAP. The auditor is not required to audit the statistical section of the report.

4.3 The auditor is responsible for the preparation of a Comprehensive Annual Financial Report (CAFR).

4.4 To meet the requirements of this RFP, the audit shall be performed in accordance with Generally Accepted Auditing Standards (GAAS) as set forth by the American Institute of Certified Public Accountants, the standards for financial audits set forth in the U.S. General Accounting Office's *Government Auditing Standards* (1994), the provisions of the Single Audit Act of 1984 and the provisions of U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Additionally, the single audit work will be conducted in accordance with GAAS to meet all federal grant audit requirements.

4.5 The auditors should submit a list of requested client-prepared schedules to the City's Finance Director prior to the start of fieldwork. Because the accounting division must carry on its normal operations during the audit, time constraints should be taken into account.

4.6 The financial statements of the Beeville Economic Improvement Corporation (BEIC), Tax Increment Finance-Beeville Reinvestment Zone #1 (TIF), and the Beeville Water Supply District (BWSD) are included as component units of the City.

4.7 Comprehensive Annual Financial Report (CAFR). The City will send its CAFR to the Government Finance Officers Association (GFOA) of the United States and Canada for Financial Review in its Certificate of Achievement for Excellence in Financial Reporting program (except for the FY 2014 CAFR). It is anticipated that the auditor may be required to provide special assistance to meet the requirements of that program.

4.7.1 The auditor agrees to provide print-ready financial statements and audit opinion to the City on or before June 15, 2015 for FY 2014 audit. The audits of FY 2015 and 2016 will be due on February 28 of the subsequent years.

4.7.2 The City assumes full responsibility for printing and binding the CAFR. The auditor agrees to provide the City with a print-ready version of the CAFR in .pdf format to facilitate electronic copies and the printing process.

4.7.3 The introductory, management discussion and analysis (MD & A) and statistical sections of the CAFR will be prepared by the auditors, with assistance from City staff.

4.7.4 The auditor will compile and prepare all financial statements and schedules in the financial section of the CAFR.

4.7.5 The notes to the financial statements will be a joint effort of the City and the auditors, and will be prepared by the auditor.

4.7.6 The financial section of the CAFR will be prepared by the auditor.

4.7.7 The City reserves the right to edit the auditor's CAFR and make recommendations and/or modifications to the CAFR, in accordance with all applicable governmental reporting requirements.

4.7.8 Certificate of Achievement. The auditors should have the City's CAFR completed at the earliest possible date. The auditor may also prepare written responses as required by the GFOA Certificate of Achievement for Excellence in Financial Reporting, resulting from the prior year CAFR Financial Review. **This is only required for the FY 2015 and 2016 CAFR's.**

4.7.9 The schedule of federal financial assistance and related auditor's report, if required, as well as reports on internal control structure and compliance are to be issued as part of the CAFR.

4.8 Working Paper Retention and Access to Working Papers. All working papers and reports must be retained, at the auditor's expense, for a minimum of three (3) years, unless the firm is notified in writing by the City of the need to extend the retention period. The auditor will be required to make working papers available, upon request, to the Finance Director, and/or the City Manager of the City.

5. DESCRIPTION OF THE CITY

5.1 Inquiries. The City's day-to-day working relationship with the independent auditors will be coordinated by Kristine Horton, Financial Services Manager. Inquiries regarding the RFP may be addressed by phone at (361) 358-4641 ext. 223 or by email at kristine.horton@beevilletx.org . Inquiries should be conducted during normal business hours, Monday through Friday. Inquiries to any person other than the person so named in this RFP may result in elimination of the proposal from any further consideration.

5.2 The City's 2013 population estimate is 13,290. The City's fiscal year begins on October 1 and ends of September 30 of the following year.

5.3 More detailed information about the City and its finances can be found in prior CAFRs and budget presentations. These are available to the proposers upon request or on the City's website at www.beevilletx.org .

5.4 Fund Structure. As of September 30, 2014, the City's fund structure is as follows:

<u>Fund Type/Account Group</u>	<u>Number of Individual Funds</u>	<u>Number with Legally Adopted Annual Budgets</u>
General fund	<u>1</u>	<u>1</u>
Special revenue funds (a)	<u>14</u>	<u>12</u>
Debt service funds	<u>3</u>	<u>3</u>
Capital projects funds	<u>2</u>	<u>2</u>
Enterprise funds	<u>1</u>	<u>1</u>
Employee Benefit Service funds	<u>1</u>	<u>0</u>
Agency funds	<u>0</u>	<u>0</u>
Pension trust funds	<u>0</u>	<u>0</u>

(a) - Includes the BEIC, TIF, & BWSD

5.5 The City prepares its budgets on the modified accrual basis of accounting for all funds. Depreciation is not budgeted in enterprise and internal service funds, and capital outlay is budgeted as an expense in enterprise and internal service funds.

5.6 During the fiscal year(s) to be audited, the City may receive the following grants and/or financial assistance: Community Development Block Grant funds; and Federal Criminal Justice Division grants.

5.7 **Pension plans.** The City participates in the Texas Municipal Retirement System.

5.8 **Component units.**

5.8.1 The City of Beeville Texas Economic Improvement Corporation (BEIC) was created by State law to provide financing for economic development objectives and infrastructure improvements. Revenues are provided primarily with funds derived from a .375% sales and use tax approved by the voters. The City Council appoints the board and has financial accountability. Although it is legally separate from the City, the BEIC is reported as if it were part of the primary government because its primary purpose is to issue revenue bonds to finance major capital improvements on behalf of the City.

5.8.2 The Beeville Water Supply District (BWSD) was created to construct an intake facility, water treatment plant, and a pipeline to transport water from Lake Corpus Christi to Beeville, Texas. The members of the District's governing board are elected by the voters and the District levies taxes. However, although it is legally separate from the City, the BWSD is reported as if it were part of the primary government because the City is the sole customer of the District. Because the BWSD provides its services to the City's utility system (an enterprise fund) the government-wide financial statements of the BWSD are presented as a proprietary fund in the financial statements.

5.8.3 The Tax Increment Finance-Beeville Reinvestment Zone Number One (TIF) was created to utilize increased taxes derived from the increased valuation of an area of approximately 82 acres within the central area of the City which contains principal retail and commercial businesses. These taxes are used to generate additional economic stimulus to the area. The City Council appoints the board and has financial accountability. This entity is reported as a governmental fund in the City of Beeville financial statements.

5.9 **Availability of Prior Audit Reports and Working Papers.** Interested proposers who wish to Financial Review prior years' audit reports and management letters should contact the person so named in this RFP. The City will use its best efforts to make prior audit reports and supporting working papers available to proposers to aid their response to this RFP.

6. SUPPLEMENTARY INFORMATION

6.1 The financial section of the CAFR will include supplementary data to which the opinion must extend with respect to the manner in which is required by GASB. This supplementary information will include the government-wide financial statements, the fund financial statements for the major

governmental funds and proprietary funds, and the combining and individual financial statements and schedules for all funds of the City and its' component units.

6.2 Implementing New Accounting Standards. The auditor's assistance and consultation will be required in implementing new GASB and FASB statements at the earliest possible date, even if prior to the required effective date.

6.3 Management Letter.

6.3.1 The auditor shall communicate in a letter to management any reportable conditions found during the audit. A reportable condition shall be defined as a significant deficiency in the design or operation of the internal control structure, which could adversely affect the City's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. Reportable conditions that are also material weaknesses shall be identified as such in the report.

6.3.2 The management letter will be presented on or before June 15, 2015 to the City's Financial Review Committee and City Council. However, all significant management recommendations should be discussed with the Finance Director as they are discovered, so that the City can ensure immediate correction of any problems. An interim management letter may be requested depending on the nature of findings.

6.4 Single Audit. The single audit will cover all federal and state grants and/or funding. Final products will include:

6.4.1 Supplemental schedule of federal and state financial assistance;

6.4.2 Report to internal control systems and on administration of federal and state financial assistance; and

6.4.3 Report on compliance with laws and regulations.

6.4.4 For FY 2014 a single audit is not needed but, for FY 2015 and 2016 it may be required.

6.5 Working papers and Time Budgets. The City may require copies of all major working papers. The audit working papers will be made available to the City, to subsequent auditors, and to the City's cognizant federal and state audit agencies at no charge.

6.6 The audit time budget will be Financial Reviewed with the Finance Director prior to commencement of field work. An accounting of hours devoted to the job compared to budget will be submitted to the Finance Director on or before June 15, 2015, or before final payment is made by the City.

7. AUDIT QUALIFICATIONS & QUESTIONS

7.1 The City realizes that the audit firm may have local government audit and consulting expertise nationally. While this is important, the City is most interested in local government expertise available in the "local office." The local office is defined as the office from which the audit engagement will be managed and primarily staffed.

7.2 The following items should be answered and/or discussed in the RFP:

7.2.1 A brief statement as to why the proposing firm is qualified to provide auditing services to the City of Beeville. Proposers' response may include the firm's strengths, the local office's strengths and the firm's audit philosophy.

7.2.2 Detail the firm's overall qualifications and abilities to meet the specific requirements of this proposal including the size of the firm, the number of offices, and the number of partners and staff in the local office.

7.2.3 Identify which local office would be assigned to this engagement and list the qualifications and background of the personnel who will be directly involved with this audit. Include the names of the partners, managers, and staff that will be assigned to the City engagement. Describe the experience of personnel and include resumes as an appendix.

7.2.4 Provide a list of local government clients served by the local office in the past five years and give a contact name, telephone and email address for each. Please designate which are current clients.

7.2.5 Describe any disciplinary action imposed on the local office by the AICPA, state board, state society, or SEC during the past five years.

7.2.6 Describe the results of your firm's and local office's most recent peer Financial Review and its status under the AICPA peer Financial Review program.

7.2.7 Disclose any relationships that may exist between the City and the management and members of the firm which might impair the firm's independence.

7.2.8 Describe the firm's policy in rotating partners and managers and discuss the audit staff turnover that has occurred in the local office due to resignations or terminations in the past 24 months. Disclose the firm's policies regarding staff education and development.

7.2.9 Outline the audit plans for the audit work to be performed (include start date of the field work). Describe what your firm's philosophy will be with respect to the audit of the City.

7.2.10 Determine the maximum estimated fee for the audit. Include a time budget by employee classification for the audit. Include any changes that may occur in the fee for the second and third year of the initial three year term.

7.2.11 Indicate the firm's agreement with respect to the Scope of Audit Services and the Supplementary Information sections. Any disagreement or deviation with these terms should be expressed in the proposal, as the City plans to incorporate the proposal into a final contract by reference.

8. BIDDING INSTRUCTIONS/REQUIREMENTS

8.1 Filing. Two (2) copies of sealed proposals, along with one (1) unbound original copy, suitable for reproduction by the City, clearly marked "APPLICATION FOR ENGAGEMENT TO PERFORM ANNUAL AUDIT FOR CITY OF BEEVILLE" should be delivered to the following office by 4:00 p.m. Wednesday, February 4, 2015:

City of Beeville
Finance Department
400 N. Washington St.
Beeville, Texas 78102

NO PROPOSAL WILL BE ACCEPTED AFTER 4:00 P.M. LATE PROPOSALS WILL BE RETURNED UNOPENED TO THE PROPOSER.

8.2 Responses. The proposing firm uses this RFP form as the OFFICIAL PROPOSAL to submit information and to answer questions. Any alterations, changes or deletions to this RFP may be grounds for the City to disregard and reject the entire proposal. Attachments are acceptable and recommended if specifically identifiable and appended.

8.3 Additional Information. The City reserves the right to request additional information or to meet with representatives from proposing organizations to discuss points in the proposal before and after submission, any and all of which may be used in forming a recommendation.

8.4 Rejections. The City reserves the right to reject any and all proposals and to accept the proposal deemed most advantageous to the City.

8.5 The first page of the proposal should indicate the name and address of the local office and the name, phone number and email address of a person(s) to contact with questions and to set up an interview.

8.6 Proposals must contain a table of contents and should include the answers to each question in the Auditor Qualification and Questions section. Please number the answers corresponding to the questions and/or requests in this RFP.

8.7 The resumes of key personnel should be included as an appendix to the proposal. The proposing firm will designate and commit individuals to perform the audit work. At a minimum, the Audit Partner, Manager, Site Supervisor and Direct Support Staff should be provided.

8.8 No replacements or substitutions of the above positions shall be permitted without the City's knowledge and consent.

8.9 Any additional data may be included in the proposal at the proposer's discretion. Please include such material as an appendix.

8.10 Appointment. The final appointment of an audit firm will be made by the Beeville City Council.

8.11 Specific audit approach. The proposal should set forth a work plan, including explanation of the audit methodology to be followed, to perform the services as specified in this RFP. In developing the work plan, reference should be made to such sources of information as the City's budget and related materials, organizational charts, manuals and programs, and financial and other management information systems. In addition, proposers are required to provide the following information on their audit approach:

8.11.1 Proposed segmentation of the engagement;

8.11.2 Level of staff and number of hours to be assigned to each proposed segment of the engagement;

8.11.3 Sample sizes and the extent to which statistical sampling is to be used in the engagement;

8.11.4 Type and extent of analytical procedures to be used in the engagement;

8.11.5 Approach to be taken to gain and document an understanding of the City's internal control structure;

8.11.6 Approach to be taken in determining laws and regulations that will be subject to audit test work; and

8.11.7 Approach to be taken in drawing audit samples for purposes of tests of compliance.

8.12 Sealed dollar cost bid. The sealed dollar cost bid should contain all pricing information relative to performing the audit engagement as described in this RFP. The total all-inclusive (not to exceed) maximum price to be bid is to contain all direct and indirect costs, including all out-of-pocket expenses.

8.13 Rates for additional professional services. If it should become necessary for the City to request the auditor to render any additional services to either supplement the services requested in this RFP or to perform additional work as a result of the specific recommendations included in any report issued on this engagement, then such additional work shall be performed only if set forth in an addendum to the contract between the City and the firm. Any such additional work agreed to between the City and the firm shall be performed at the same rates as specified herein.

8.14 Method of payment. Progress payments will be made on the basis of hours of work completed during the course of the engagement and out-of-pocket expenses incurred in accordance with the firm's cost proposal. Interim billings shall cover a period of not less than a calendar month.

8.15 The City will provide the opportunity for the proposers to visit the City's Financial Department and Financial Review official documents.

8.16 The contents of the proposals will be considered confidential information by the City, during the evaluation process. However, upon final award of the contract by City Council, all proposals will be available to the public for Financial Review and inspection.

8.17 Work area, telephones, photocopying and FAX machines. The City will provide the auditor with reasonable work space, desk and chairs. The auditor will also be provided reasonable access to appropriate telephones, photocopying and FAX machines and internet connections.

8.18 Warranties.

8.18.1 Proposer warrants that it is willing and able to obtain an errors and omission insurance policy providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employee or agencies thereof.

8.18.2 Proposer warrants that it will not delegate or subcontract its responsibilities under an agreement without the express prior written permission of the City.

APPENDIX I

FY 2014 Work Schedule

<u>Date</u>	<u>Description of Events</u>
September 30, 2014	End of City's fiscal year
March 2, 2015	Initial financial statements available to auditor
April 30, 2015	Completion of audit field work and proposed adjusting entries submitted to the City
May 15, 2015	Audit opinion and annual financial report draft completed by auditor
May 31, 2015	CAFR draft presented to Financial Review Committee
June 15, 2015	CAFR presentation to City Council

FY 2015 & 2016 Work Schedule

<u>Date</u>	<u>Description of Events</u>
September 30, 20YY	End of City's fiscal year
December 15, 20YY	Initial financial statements available to auditor; General ledger close by the City
January 31, 20YY	Completion of audit field work and proposed adjusting entries submitted to the City
February 15, 20YY	Audit opinion and annual financial report draft completed by auditor
February 28, 20YY	CAFR draft presented to Financial Review Committee
March 15, 20YY	CAFR presentation to City Council

APPENDIX II

EVALUATION WORKSHEET

This worksheet is to be used to document the City's evaluation of the interested accounting firms' qualifications. Points within the ranges specified are to be assigned to the below-listed criteria as a means for quantifying the relative strengths and weaknesses of the various qualifications. In the event that oral interviews are necessary to break a tie or for making final clarification in the evaluation process, additional points may be awarded. It should be understood that while the total score is a significant factor, the requester of the services reserves the right to consider other factors in making a final selection.

PROFESSIONAL QUALIFICATIONS

The evaluation of professional qualifications of the interested accounting firms will be based on the following criteria:

I. Mandatory Criteria

Qualifications will not be considered for further evaluation unless there is compliance with all of the following criteria:

- A. The interested accounting firm: Must be an independent auditor properly licensed for public practice.
- B. Must meet the independence standards of Government Auditing Standards, United States General Accounting Office (GAO).
- C. Must not have a record of substandard work.
- D. Must submit a proposal meeting all of the requirements of the Request for Qualifications.

II. Technical Criteria Points

Qualifications which have met each of the criteria in Section I above will be evaluated on the following criteria:

- A. Technical experience of the firm:
 - 1. Auditing experience in Texas cities (0-15) _____
 - 2. Auditing experience in other government entities (0-10) _____
- B. Characteristics of the staff, including consultants to be assigned to the audit:
 - 1. Size and structure of the firm, including audit staff positions (0-5) _____

2. Qualifications of supervisory personnel, consultants, and the field audit team (0-20) _____

- Education, including continuing education courses taken during the past two years

- Years and types of experience

3. General direction and supervision to be exercised over the audit team by the firm's management personnel (0-15) _____

C. Clear understanding of the work to be performed:

1. Comprehensiveness of the audit work plan (0-15) _____

2. Realistic time estimates of each major segment of the work plan, and the estimated number of hours for each staff level including consultants assigned (0-15) _____

D. Total Fee (0-25) _____

Total Technical Points _____

III. Oral Interviews (If Necessary)

A. Interview Points Awarded (0-15) _____

Total Points _____

Request for Proposals

Audit Services
Proposal No. 2015-001

Submit Proposal to: City of Beeville
Finance Department
400 N. Washington St.
Beeville, Texas 78102

The **Request for Proposals** is for your convenience in responding to the enclosed referenced Audit Services for the City of Beeville.

Sealed Proposals consisting of two (2) copies of sealed proposals, along with one (1) unbound original copy, suitable for reproduction by the City, shall be received no later than

4:00 p.m. on Wednesday, February 4, 2015:

MARK ENVELOPE: “APPLICATION FOR ENGAGEMENT TO PERFORM ANNUAL AUDIT FOR CITY OF BEEVILLE” in lower left corner of envelope. Respondent’s name and address must appear on the outside of the envelope.

Respondent shall sign and date the Proposal. Proposals which are not signed and dated will be rejected.

All proposals **must be received at the designated location by the deadline shown.** Proposals received after the deadline will not be considered for the award of the contract, and shall be considered void and unacceptable.

Specifications and related documents may be obtained from the City’s Finance Department located at City Hall, 400 N. Washington St., Beeville, Texas 78102, between the hours of 8:00 a.m., and 5:00 p.m., Monday through Friday or from the City’s website: www.beevilletx.org (RFP Opportunities).

The Proposal will be received by staff on **Wednesday, February 4, 2015 at 4:00 P.M.** at which time the sealed proposals will reviewed by the Financial Review Committee. The City reserves the right to accept or reject any or all proposals or accept any bid deemed advantageous to the City of Beeville. Proposals shall remain valid for ninety (90) days.

To obtain results, copies of the proposal summary, specifications, related documents or you have other questions, please contact:

Kristine Horton, Financial Services Manager
400 N. Washington St.
Beeville, Texas 78102
Phone 361-358-4641
E-mail: kristine.horton@beevilletx.org

Publication Dates: Saturday, January 17, 2015 and Wednesday January 21, 2015