

To: Miami DDA Board of Directors
From: 
Alyce M. Robertson, Executive Director
Date: November 9, 2009
Re: Results of RFP 10-01, Audit Services

On October 9, 2009, the Miami Downtown Development Authority (DDA) issued Request for Proposals 10-01 seeking proposals from accounting firms for the provision of Audit Services. Six submittals were received by the due date of October 30, 2009 at 5:00 PM.

In accordance with procurement procedures, I appointed Al West, Jerome Hollo, Tony Alonso and Jay Solowsky to serve as an Evaluation Committee to review and rank the submittals.

The Evaluation Committee convened at 2:00 PM on Thursday, November 5, 2009 at the DDA office to review and rank each of the six proposals in accordance with the evaluation criteria set forth in the RFP document. The Committee ranked TCBA Watson Rice as the highest ranked proposer.

TCBA Watson Rice is the same firm we have utilized for the last several years and the Board Members on the Committee and I am confident they will continue to provide reliable and professional service to the DDA. The RFP allows the DDA to enter into an agreement with TCBA Watson Rice for one year with two one-year renewals. The Agreement will be presented to the full Board for approval at the December Board meeting.

AMR/sh
Cc: File