

**CENTRAL FLORIDA EXPRESSWAY AUTHORITY
REQUEST FOR PROPOSALS FOR
EXTERNAL AUDITING SERVICES
CONTRACT NO. 001241**

The Central Florida Expressway Authority (CFX) requires the services of a qualified independent Certified Public Accountant firm to perform annual audit examinations of CFX's financial statements. Consideration will be given to only those respondents who are qualified to perform the work as determined by CFX. Proposal documents are available for download at the CFX web site located at <https://www.cfxway.com/Procurement/Account/Login?ReturnUrl=%2fProcurement>. Proposer registration is required to access and download documents. Instructions for registration are provided on the website.

CFX has determined that the use of the request for proposals process is in its best interest for this solicitation and that the selection of a contractor based solely on the lowest price (invitation to bid process) is not practicable. The RFP process provides the opportunity for CFX to review and evaluate information that CFX feels is important and necessary to ensure that the selected proposer has the requisite qualifications, experience, and understanding of the project objectives from both a corporate and staffing standpoint. Review and evaluation of these criteria is not available using the invitation to bid process.

DESCRIPTION: Services shall be as detailed in the Scope of Services and may include, but are not limited to: producing a financial audit as defined in Section 11.45(1)(c) of Florida Statutes comprising the Annual Financial Report including the general purpose financial statements and certain supplementary financial data; annual financial and compliance audit of all Federal and State grant-in-aid programs in accordance with OMB Circular A-133, the Single Audit Act of 1984 and the Uniform Administrative Requirements, as amended, if applicable under requirements of OMB Circular A-133; annual compliance attestation of State grants and aids appropriations to the extent required by Chapter 10.550, Rules of the Auditor General; annual Management Letter as defined by Auditor General Rule 10.554(1)(i) including a statement in accordance with Sections 218.39(7), Florida Statutes.

The annual audits to be performed will be for the fiscal years ending June 30, 2017, 2018, 2019 with two options to renew for the fiscal years ending June 30, 2020 & 2021.

QUALIFICATION REQUIREMENTS: The Firm shall be a member in good standing of both the American Institute of Certified Public Accounts and the Florida Institute of Certified Public Accountants and meet the appropriate criteria for independence.

The firm shall be a legal entity in the State of Florida and shall have performed continuous C.P.A. services for a minimum of five years.

Firms must demonstrate they have the ability to provide the services necessary throughout the duration of the contract and are willing to meet the requirements of CFX as stated in the Scope of Services

CFX will evaluate and determine the relative ability of each firm to perform the required services based upon the information provided by the firm in response to the RFP.

DISADVANTAGED/MINORITY/WOMEN/BUSINESS ENTERPRISE PARTICIPATION: Disadvantaged/Minority/Women/Business Enterprises will not be discriminated against on the basis of race, color, sex, or national origin in consideration for qualification or an award by CFX. CFX has established a 15% D/M/WBE participation objective for this project.

CODE OF ETHICS: All firms selected to work with CFX are required to comply with the CFX Code of Ethics, a copy of which is available on the CFX web site at www.cfxway.com.

PROPOSAL DUE DATE: Proposals will be received by CFX at its Headquarters Building until 1:30 p.m. Orlando local time, on November 17, 2016, as shown on the time/date stamp clock at the receptionist's desk in the lobby. The clock will serve as the official instrument to determine when a proposal is received. A submittal that is clocked in after the date/time specified will be rejected and not accepted. Rejection of a submittal under those circumstances shall not be the basis of a protest pursuant to the CFX Procedure for Resolution of Protests.

EQUAL OPPORTUNITY STATEMENT: The Central Florida Expressway Authority, in accordance with the provisions of Title VI and Title VII of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color, sex, national origin, age, religion and disability. CFX hereby notifies all Proposers and individuals that it requires and encourages equal employment opportunity for minority and women as employees in the workforce.

NON-SOLICITATION PROVISION: From the first date of publication of this Notice, no person may contact any CFX Member, Officer, Employee, or any evaluation committee member, with respect to this Notice or the services to be provided, except as related to the submittal requirements detailed in the RFP. Reference is made to the lobbying guidelines of CFX for further information regarding this Non-Solicitation Provision.

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

Aneth Williams
Director of Procurement