

Introduced by: Councilmember Seamens

**CITY OF TAKOMA PARK, MARYLAND
ORDINANCE NO. 2016-25**

**AUTHORIZING EXECUTION OF A CONTRACT
FOR PREPARATION OF THE CITY'S
COMPREHENSIVE ANNUAL FINANCIAL REPORT**

WHEREAS, Annotated Code of Maryland, Article 19, Section 37 requires all Maryland local governments to file annual financial reports with the Department of Legislative Services; and,

WHEREAS, the City Manager and Finance Director recommend using CohnReznick, LLP to prepare the City's FY 16 Comprehensive Annual Financial Report, rather than renewing the contract with Lindsey & Associates for the fifth year of a five-year period; and

WHEREAS, the City Manager has identified the retention of CohnReznick, LLP as appropriate for sole source procurement given the lack of adequate time for a Request for Proposal process before work to prepare the FY 16 Comprehensive Annual Financial Report must begin; and,

WHEREAS, CohnReznick, LLP is already retained by the City to perform the annual audit of the City's financial statements and has performed those duties thoroughly, accurately and responsively, has also assisted the City in the past year in work associated with the preparation of the Comprehensive Annual Financial Report; and regularly assists other governments in the preparation of Comprehensive Annual Financial Reports as part of its services; and

WHEREAS, CohnReznick, LLP has proposed to perform the work for \$13,500, which is less than the amount budgeted for the work in FY17; and

WHEREAS, the City will issue a Request for Proposals for this work and for the work of performing the annual audit in FY 17 with the intention of retaining one or two firms for a new five-year period, renewable on an annual basis contingent on the City's satisfaction with the firm's performance.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT:

SECTION 1. The City Manager is hereby authorized to enter into a one-year contract with CohnReznick, LLP for the preparation of the FY 16 Comprehensive Annual Financial Report.

SECTION 2. This ordinance shall become effective upon adoption.

Adopted this 15th day of June, 2016 by roll-call vote as follows:

AYE: Mayor Stewart, Councilmembers Male, Qureshi, Seamens, Smith, and Schultz

NAY: None

ABSTAIN: None

ABSENT: None

Councilmember Kovar recused himself.

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