



Interoffice Memorandum

DATE: April 15, 2024

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

FROM: Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II, Procurement Division

CONTACT: Phil Diamond, Orange County Comptroller

PHONE: 407-836-5986

SUBJECT: Approval of Amendment No. 5, Contract Y21-117, Audit Services

ACTION REQUESTED:

Approval of Amendment No. 5, Contract Y21-117, Audit Services, with Cherry Bekaert, LLP in the amount of \$13,284 for a revised estimated contract amount of \$395,001.

PROCUREMENT:

This amendment renews the contract for one year and increases the total contract amount by 3.48% in accordance with the contract price escalation provision, which has been validated through the U.S. Bureau of Labor Statistics, Consumer Price Index (CPI).

APPROVALS:

The Office of the Comptroller concurs with this request.

REMARKS:

On August 10, 2021, the Board authorized award of Request for Proposals Y21-117-AH with Cherry Bekaert, LLP in the total contract amount of \$368,000 for a one-year term. The Library District executed a separate contract for their portion of the Board approved amount. Therefore, Comptroller's contract was executed for \$335,000.

Previous contract amendments are as follows:

- Amendment No. 1: Modified the initial term of the contract to September 15, 2021 through June 30, 2022. Modified Article 28, Price Escalation/De-Escalation (CPI).
- Amendment No. 2: Renewed contract for period from July 1, 2022 through June 30, 2023 and increased the contract by \$28,609, for a revised estimated contract amount of \$363,609. Exhibit B – Hourly Rates by Classification was replaced by Exhibit B – Amendment No. 1.
- Amendment No. 3: Leased Employee Affidavit is incorporated into the contract.

Amendment No. 4: Renewed contract term from July 1, 2023 through June 30, 2024 and increased the contract by \$18,108, for a revised estimated contract amount of \$381,717. Exhibit B – Hourly Rates by Classification was replaced by Exhibit B – Amendment No. 4.