

STATE OF WEST VIRGINIA
RANDOLPH COUNTY COMMISSION SS:

At a special session of the Randolph County Commission in and for the aforesaid County and State, at the James F. Cain Courthouse Annex, on the 27th day of August, 2018 at 10:00 a.m.

PRESENT: Michael Taylor, President of the Randolph County Commission and Chris See and Mark Scott, Commissioners thereof.

Also present was Lisa Daniels-Smith

Meeting called to order by President Taylor

ITEMS FOR DISCUSSION/ACTION:

CONSIDER APPROVAL FOR 2017 FISCAL AUDIT RFP

Commissioner Taylor said the purpose of this meeting is to approve a request for proposal for an audit. He asked for the Commission's consultant Lisa Daniels-Smith to give a brief overview of what has brought them there today.

Lisa Daniels-Smith said the County Commission had a desire to step outside of the State Auditor's audit and requested that they be put on a bid list, which they were and that is permitted by the State Auditor. The County Commission did form an audit committee which is a four member committee and the committee sent out request for proposals to seven audit firms. They received those back, as they were due on August 21, 2018, and the committee met on August 22nd to review the proposals that they received. At that time the audit committee did complete the required bid summary and bid sheets and the audit was awarded based on the prescribed audit documents from the State Auditor's Office and the audit committee does suggest that Suttle and Stalaker be awarded the audit for fiscal year 2017.

Commissioner Taylor said the purpose of today's meeting is to formally approve the RFP as submitted. He said the audit committee is comprised of the three commissioners and Lisa Daniels-Smith. He said they used a score sheet as provided by the State Auditor's Office and recommended Suttle and Stalaker.

Commissioner Taylor said this is a yearly audit that is done and traditionally they have used the State Auditor's Office but this year they decided to have an outside firm do it just to make sure everything is in good working order.

Commissioner See moved to approve the RFP #18-080 that was submitted by Suttle and Stalaker, CPA for the fiscal year audit 2017. The amount of that audit will be \$38,000.00

All yes - Motion passed unanimously

ADJOURN THE MEETING:

Commissioner See moved to adjourn the meeting.

All yes - Motion passed unanimously

Attest: _____

Chris See