



## Memorandum

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Date: May 14, 2025

To: Zeida Sardiñas  
City Manager

From: Christopher Cotton  
Procurement Specialist

Subject: **Evaluation Committee Findings for RFP No. 2025-02 for Financial Auditing Services**

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This memorandum provides the findings and official record of the Evaluation Committee's final recommendation for award and presents this recommendation to the City Manager for review and approval. Upon the City Manager's approval, a resolution, award recommendation memo, and supporting documentation will be prepared for inclusion on the agenda of the next scheduled City Council meeting, for review and ratification of the award under Request for Proposal ("RFP") No. 2025-02 for Financial Auditing Services.

### **BACKGROUND:**

The City of Doral ("City"), through the Finance Department in collaboration with the Procurement and Asset Management Department, issued RFP No. 2025-02 to identify one or more qualified and experienced firms to provide Financial Auditing Services.

On March 3, 2025, RFP No. 2025-02 was issued, inviting all qualified and experienced firms to submit proposals. Notices were posted on the City's website, VendorRegistry.com, and Demandstar.com, with electronic notifications sent to numerous vendors. The Department of Procurement and Asset Management addressed all questions via two (2) addenda, which were posted on April 9, 2025, and May 2, 2025, respectively, on the City's website, VendorRegistry.com, and Demandstar.com.

On May 6, 2025, the City received and opened four (4) timely and responsive proposals from the following respondents:

- CBIZ
- Citrin Cooperman
- Garcia, Espinosa, Miyares, Rodriguez, Trueba & Co. LLP
- Mauldin & Jenkins LLC

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On May 13, 2025, as part of Phase I of the RFP evaluation process, the Evaluation Committee appointed by the City Manager convened in a public Evaluation Committee Meeting to review and rank the four responsive proposals. Following a comprehensive evaluation, the highest-ranked proposal was determined to be that of Garcia, Espinosa, Miyares, Rodriguez, Trueba & Co. LLP.

Upon completion of the evaluation and ranking, the Committee opted not to proceed to Phase II of the RFP process, in accordance with Section 2.8, Item 2 of the RFP, which states: *“The City may also decide that the Phase II portion of the process is not necessary and recommend for award based upon Phase I only.”* Accordingly, the Evaluation Committee recommends awarding the contract based solely on the Phase I rankings.

The City Manager has reviewed the Evaluation Committee’s award recommendation, along with all supporting documentation related to RFP No. 2025-02 for Financial Auditing Services, and hereby approves the recommendation to award the contract to **Garcia, Espinosa, Miyares, Rodriguez, Trueba & Co. LLP.**

A memorandum, resolution, and supporting documents will be prepared for the City Council’s review and approval to enter into the proposed agreement for a term of five (5) years, subject to the terms and conditions outlined in RFP No. 2025-02.



5/16/2025

Zeida Sardiñas  
City Manager

Date

Attachments: Solicitation Approval Form  
Phase I Evaluation Score Sheets  
Final Ranking  
Proposal Submitted by Garcia, Espinosa, Miyares, Rodriguez, Trueba & Co. LLP  
Memorandum RFP No. 2025-02 – Financial Auditing Services

c: Francisco Rios, Deputy City Manager  
Fernando Casamayor, Chief Financial Officer / Assistant City Manager  
Solangel Perez, Director of Finance  
Roman Martinez, Director of Procurement and Asset Management