

City of Sanibel

2018 Audit Committee Timeline – Selection of City Auditor

Prepared by the Finance Department

April 25, 2018

(Underlined items show changes made from previously issued timeline)

Monday	January 8, 2018	N/A	Audit committee and auditor selection timeline presented to City Council at regular Council meeting (MacKenzie Hall)
Tuesday	March 6, 2018	09:00 a.m.	Audit committee appointments by City Council at regular Council meeting (MacKenzie Hall) City Council liaison selection by City Council Staff liaison selection by City Council
Thursday	April 12, 2018	02:00 p.m. 02:30 p.m.	Committee member orientation (MacKenzie Hall) Audit Request for Proposal Review (RFP)
Friday	April 13, 2018	09:00 a.m.	Release audit RFP
Friday	May 11, 2018	12:00 p.m.	Deadline for receipt of RFP to Finance Department
<u>Wednesday</u>	<u>May 30, 2018</u>	<u>10:00 a.m.</u>	Committee meeting to review and rank audit vendor submissions (MacKenzie Hall)
<u>Monday</u>	<u>July 9, 2018</u>	<u>02:30 p.m.</u>	Audit vendor presentations to committee and selection of firm (MacKenzie Hall)
<u>Tuesday</u>	<u>August 7, 2018</u>	<u>09:00 a.m.</u>	Award audit agreement by City Council at regular Council Meeting (MacKenzie Hall)
Wednesday	August 8, 2018	N/A	Audit committee sunsets