

## **REVIEW COMMITTEE MEETING AGENDA**

Wednesday, September 18, 2024

4:00 PM

**PROJECT:**            Audit Services  
                              PCB24-34 RFP

During the public meeting no public comment will be taken.

**ROLL CALL:**        Ranking Committee Members – Mayor Stuart Tettermer, Chip Moenius, Mark Neitzel, Charles Nelson, Zachary VanDyke  
Advisory - Debra Gibson (Finance Director, Meeting Chair), Holly White (Assistant City Manager)  
Lynne Fasone (City Clerk), Carrie Jagers (Purchasing Manager)

**APPROVAL OF MINUTES:** Audit Committee Meeting on September 12, 2024

### **ASSISTANT CITY ATTORNEY TO REVIEW THE RESPONSIBILITIES OF THE RANKING MEMBERS.**

#### **OPENING REMARKS:**

Proposals were publicly opened September 3, 2024 at 9:00AM.

A total of four (4) submissions were received.

#### **COMMITTEE OPEN REVIEW AND DISCUSSION:**

Purchasing Manager – Carrie Jagers to provide pricing proposal comparison spreadsheet to Committee Members.

Finance Director – Debra Gibson to give an overview of the purpose of the solicitation and the technical requirements proposals were to be evaluated on.

Floor to be opened to Committee Members to discuss and review scoring.

Final Ranking Announcement

#### **MEETING ADJOURNED AT:**