

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team  
at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**. For any questions please contact Skye Stuart.

**\*All fields must be completed.\***  
*Incomplete request forms will be returned to sender which may cause a delay in processing.*

Date of Request: 24 October 2016

Please mark one:  Bill Request or  Resolution Request

**1. Has your agency submitted this request in the last 12 months?**

Yes  No

If yes, please explain: **previously submitted 23 Sept 2016 prior to completion of contract negotiations.**  
**Previous no. 16-0875**

**2. Title:** (Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: **grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.**)

Execution of contract with BKD, a CPA firm, for annual independent audit of city finances as provided in Charter Section 5.2.2 (A)

**3. Requesting Agency:** Auditor's Office

**4. Contact Person:** (With actual knowledge of proposed ordinance/resolution.)

- **Name:** Kathleen MacKenzie
- **Phone:** 720-913-5002
- **Email:** kathleen.mackenzie@denvergov.org

**5. Contact Person:** (With actual knowledge of proposed ordinance/resolution who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.)

- **Name:** Kathleen MacKenzie
- **Phone:** 720-913-5002
- **Email:** kathleen.mackenzie@denvergov.org

**6. General description/background of proposed ordinance including contract scope of work if applicable:**

BKD will audit the basic financial statements of City and County of Denver as of the year end, December 31<sup>st</sup>, for 2016 in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States and U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments and Nonprofit Organizations* ("Audit").

The Audit shall expressly include all audit work necessary to produce the Comprehensive Annual Financial Report (CAFR), audit of the Airport System Enterprise Fund, and Single Audit for the City and County of Denver.

BKD will also audit the stand-alone basic financial statements of the Airport System Enterprise Fund as of the year end, December 31<sup>st</sup>, for the years identified in the agreement in accordance with auditing standards generally accepted in the United States of America.

**\*\*Please complete the following fields:** (Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field – please do not leave blank.)

- a. **Contract Control Number:** AUDIT 201629144
- b. **Contract Term:** 1 year, annually renewable for three years
- c. **Location:** When external auditors are on-site, the Auditor's Office provides work space for them.
- d. **Affected Council District:** N/A
- e. **Benefits:** Fulfillment of Charter requirement
- f. **Contract Amount (indicate amended amount and new contract total):** \$791,800 (\$40,000 reduction from previous request)

**7. Is there any controversy surrounding this ordinance?** (Groups or individuals who may have concerns about it?) **Please explain.** No known controversy. FINGOV Chair Councilwoman Kniech recommended consent. Previous No. 16-0875

*To be completed by Mayor's Legislative Team:*

SIRE Tracking Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_