

**SEMINOLE COUNTY GOVERNMENT  
AGENDA MEMORANDUM**

**SUBJECT:** Waive the Procurement Process and authorize Mary Brodeur Hope, Oviedo, FL, to provide Financial Consulting Services at \$75.00 per hour, in accordance with approved budget

**DEPARTMENT:** Administrative Services

**DIVISION:** Purchasing and Contracts

**AUTHORIZED BY:** Frank Raymond

**CONTACT:** Tammy Roberts

**EXT:** 7115

**MOTION/RECOMMENDATION:**

Waive the procurement process in accordance with Sec. 220.5 of the Purchasing Code and authorize staff to issue Purchase Orders to Mary Brodeur Hope for financial consulting services at \$75.00 per hour, in accordance with approved budget.

County-wide

Ray Hooper

**BACKGROUND:**

Pursuant to the Seminole County Purchasing Code Sec. 220.5 Waiver of Requirements when deemed to be in the best interest of the County, the Fiscal Services Department desires to continue the services of a competent and qualified Certified Public Accountant to perform financial consulting services as determined necessary in support of ongoing fiscal operations of the County, including, but not limited to, policy development and review, assistance in ongoing fiscal matters, and the performance of specific management studies. Task assignments will be issued as approved by the County's Fiscal Services Director. Mary Brodeur Hope is already working with the County in the performance of close-out audit services and has a current knowledge of the County's internal fiscal structure and operations. The use of this contractor on additional task assignments in conjunction with her current assignments being performed will allow for more effective use of the contractors time and will be to the County's benefit. On September 25, 2007, the Board of County Commissioners approved a purchase order for \$109,975.00 to Mary Brodeur Hope because of her uniqueness in the engagement of, and technical requirements and knowledge in governmental finance and accounting, and work experience.

**STAFF RECOMMENDATION:**

Staff recommends the Board to waive the procurement process in accordance with Sec. 220.5 of the Purchasing Code, and authorize staff to issue Purchase Orders to Mary Brodeur Hope for financial consulting services at \$75.00 per hour, in accordance with approved budget.

**Additionally Reviewed By:**

County Attorney Review ( Ann Colby )