



Staff Report

TO: City Council
FROM: Nicole Wheelwright, Deputy City Clerk
DATE: November 21, 2023
SUBJECT: Request for Proposal (RFP) Sub-Committee

Description Discussion and direction of RFP Sub-Committee assigned to the Financial and Audit Committee.

Background and Analysis:

On March 1, 2022, City Council had a consensus to designate the Treasurer and sub-committee of the Financial and Audit Committee to participate in the review and recommendation of proposals for all RFPs with an exception to Public Works bids.

This item is being brought forward for discussion to determine if this is still a desired task of the Financial and Audit Committee and if so, a reconsideration of the designation to be any two members of the Financial and Audit Committee to review the RFP proposals. This would alleviate any scheduling conflicts and allow for a wider range of availability without delaying the award of contract.

Fiscal Impact:

The cost to prepare this report is estimated to be \$85.

Recommended Action:

Discuss and give direction to staff.