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PROPOSAL TO PROVIDE
AUDIT SERVICES
FOR THE

GREYHAWK LANDING

COMMUNITY DEVELOPMENT DISTRICT

FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2011 WITH AN OPTION FOR
TWO (2) ADDITIONAL ANNUAL RENEWALS

PROPOSAL DUE: October 12, 2011 by 12:00pm



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

GREYHAWK LANDING

COMMUNITY DEVELOPMENT DISTRICT

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Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

2700 North Military Trail, Suite 350
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
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October 10, 2011

Greyhawk Landing Community Development District
District Manager
3434 Colwell Avenue, Ste 200
Tampa, FL 33614

Re: Request for Proposal for Professional Auditing Services for the fiscal year ending September 30, 2011 with an option for two (2) additional annual renewals.

Grau & Associates (Grau) is pleased to respond to the Greyhawk Landing Community Development District's (the "District") Request for Proposal (RFP), and look forward to working with you on your audit. We are a team of knowledgeable professionals with extensive experience in audits for organizations just like yours, and we know how to work with you to complete an effective and efficient audit.

We focus our efforts on providing audit and attestation services for governmental and non-profit entities. By focusing our resources in this way, we provide the highest level of service to our clients, and therefore, fully understand the professional services and work products required to meet your RFP requirements. Our team provided services in excess of 19,000 hours for our public sector clients last year, and we currently audit over 250 governmental entities. Our practice is unique as 98% of work is either audit or work related to government and non-profit entities.

In addition to our firm focus, Grau & Associates is a great fit for your audit for a variety of other reasons, including:

- **Experience**

Grau is proud of the fact that the personnel we assign to your audit are some of the most experienced auditors in the field. Unlike many other firms, our auditors work almost exclusively with governmental entities, which mean they are more knowledgeable and efficient on audits like yours. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you. Also, due to Grau's very low turnover rate for our industry, you won't have to worry about retraining your auditors from year to year.

- **Service**

Our clients are pleased with the level of personalized service they receive from our talented professionals. Because of our extensive experience, we are adept at making the transition to a new firm as smooth as possible. We work with you to resolve any issues and keep in regular contact so there are no surprises when the final report delivers. In fact, your engagement team will report any potential audit adjustments to you on a regular basis so you will have adequate time to research and respond. Additionally, we have a disaster recovery plan that includes daily data back-ups and offsite file storage, so in the case of an emergency, your records would be safe.

Greyhawk Landing Community Development District
October 10, 2011

- **Responsiveness**

We pride ourselves on our high level of responsiveness. We answer emails and telephone calls within 24 hours, and usually right away. We are always accessible to clients during business hours, and make every effort to answer any questions as they arise. Additionally, we don't just complete your audit and disappear. We understand the "big picture" and think beyond the traditional auditor's perspective. We remain in touch for the entire year, suggesting ways you can improve your District's performance, procedures and controls. We will update, advise and educate you on new or revised reporting requirements so you are sure to always remain compliant.

- **Reputation**

Our reputation in our field is impeccable. We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort. We have the professional staff available to perform the engagement and resources required to complete the work. We are financially stable and have never been involved in any bankruptcy proceedings.

- **Standards**

Grau & Associates is a professional association / licensed certified public accounting firm serving clients through the state of Florida. We are a member of the American Institute of Certified Public Accountants (AICPA) and the Florida Institute of Certified Public Accountants (FICPA). Additionally, individuals are members of both the (GFOA) and (FGFOA). Grau is also a member of the Governmental Audit Quality Center (GAQC). Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts, and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or provide additional information as needed. Please do not hesitate to call or email Antonio J. Grau, CPA (tgrau@graucpa.com) or Michelle Blackstock, CPA (mblackstock@graucpa.com), at 561.994.9299. We thank you for considering our firm's qualifications and experience, and look forward to serving you.

Very truly yours,

Grau & Associates



Antonio J. Grau

REQUIRED INFORMATION FROM RFP

SECTION 3. QUALIFICATIONS OF PROPOSER

Section A: FIRM QUALIFICATIONS AND EXPERIENCE

Grau & Associates is a properly registered/licensed State of Florida professional corporation. All assigned supervisory professional staff are properly registered/licensed to practice in the State of Florida.

Grau & Associates is a medium-sized accounting firm providing comprehensive financial and compliance auditing and attestation, and other management consulting services.

● **Grau's Focus and Experience:**

- We are dedicated to serving **Special Districts**.
- We currently audit over **250 Special Districts**.
- Last year, Grau performed in excess of 19,000 **hours** of services for our Public Sector Clients under *Governmental Auditing Standards*.
- Grau currently **only** provides **audit and attestation** services principally for governmental and non-profit entities under government auditing standards. The firm and staff are 100% dedicated to the audit practice.

During Grau's history we have consistently focused on providing service to the public sector. By focusing our resources on this industry, we provide the highest level of services to our Public Sector Clients.

Grau & Associates has a total of 16 employees, 14 professional staff, including 2 *Partners* and 12 *professionals* who *specialize in providing accounting, consulting, monitoring and auditing services* to the *Public Sector*. The number of professional staff by employee classification is as follows:

***ALL FULL TIME EMPLOYEES**

	TOTAL PROFESSIONAL STAFF	TOTAL CPA'S	PUBLIC SECTOR STAFF
<i>Partners*</i>	2	2	2
<i>Managers*</i>	4	4	4
<i>Advisory Consultant</i>	1	1	1
<i>Supervisor / Seniors*</i>	3	0	3
<i>Staff accountants*</i>	4	0	4
Total	14	7	14

REQUIRED INFORMATION FROM RFP

SECTION 3. QUALIFICATIONS OF PROPOSER *(Continued)*

Section A: FIRM QUALIFICATIONS AND EXPERIENCE *(Continued)*

Compliance with Government Education Requirements

In order to maintain our high level of technical competence, we provide continuing professional education programs for all partners and professional staff members, which exceed national and state standards. **All of the audit professionals of Grau & Associates exceed the education requirements as set forth in *Government Auditing Standards*, published by the Comptroller General of the United States, and our continuing professional education programs ensure that all audit professionals meet the requirements to participate in audits of government agencies.**

Professional Staff Training

Partners - All of our Partners are CPA's and have diversified public accounting experience. They are responsible for overall engagement performance, policy, direction and quality control and have ***far exceeded minimum CPE requirements.***

Managers - All of our Audit Managers are CPA's who have demonstrated the ability to plan audit engagements, supervise personnel and maintain frequent contact with clients. They continually upgrade their skills through the firm's continuing education programs and courses sponsored by the AICPA, FICPA and GFOA. They have ***far exceeded minimum CPE Requirements.***

Seniors - All of our Seniors have a minimum of 3 years of diversified public accounting experience. They perform audits, evaluate staff, review findings and prepare audit reports. They possess the potential for upward mobility and have ***far exceeded minimum CPE requirements.***

Memberships

All of the firm's CPA's are properly licensed as CPA's and members in good standing of both the American Institute of Certified Public Accountants and the Florida Institute of Certified Public Accountants. In addition, certain firm professionals are members or have been members of the following professional groups:

- FICPA Committee on State and Local Government
- Florida Government Finance Officers Association
- Technical Resource Committee of the Government Finance Officers Association
- Special Review Committee of the Government Finance Officers Association
- Florida Institute of CPA Non-Profit Conference Committee
- Florida Association of Special Districts

In addition, we have an ongoing recruitment program that seeks only those accountants with a proven record of academic success. When we recruit at the senior and manager level, we select CPA's with proven governmental accounting and auditing experience.

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER *(Continued)*

Section A: FIRM QUALIFICATIONS AND EXPERIENCE *(Continued)*

Quality Control and Confidentiality

Grau participates in an external quality review program requiring an on-site independent examination of our auditing practice. Grau has consistently received an unqualified opinion on the quality of our audit practice. During our firm's last external quality control review, six audits were reviewed, including five government audits. *A copy of the report on the firm's most recent quality review can be found on page 6.*

In addition to scheduled Peer Reviews, our firm continually monitors performance to ensure the highest quality of services. Under the supervision of the Audit Partner, an Audit Manager is responsible for monitoring quality control of all appropriate engagements.

Results of State and Federal Reviews

All state and federal reviews of the firm's reports and working papers have been accepted without change or revision to issued reports.



PEER REVIEW PROGRAM

is proud to present this

Certificate of Recognition

to

GRAU & ASSOCIATES

For having a system of quality control for its accounting and auditing practice in effect for the year ended June 30, 2010, which has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA, and which was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

Daniel J. Hepick, Chair
AICPA Peer Review Board
2010

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER (Continued)

Section A: FIRM QUALIFICATIONS AND EXPERIENCE (Continued)

The following is a partial list of clients served and related experience:

SPECIAL DISTRICTS	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Belle Fontaine Improvement District	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Central County Water Control District	✓			✓	9/30
Citrus County Mosquito Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓	✓	9/30
East Naples Fire Control and Rescue District	✓			✓	9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greenway Improvement District	✓				9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Homestead Educational Facilities Benefits District	✓			✓	9/30
Horizons Improvement District	✓			✓	9/30
Key Largo Waste Water Treatment District	✓		✓	✓	9/30
Lake Padgett Estates Independent Special District	✓			✓	9/30
Lakewood Ranch Inter-District Authority	✓			✓	9/30
Lost Rabbit Public Improvement District	✓			✓	9/30
Loxahatchee Groves Water Control District	✓			✓	9/30
Myakka City Fire Control District	✓				9/30
Pal Mar Water Control District	✓			✓	9/30
Palm Beach Soil and Water Conservation District	✓			✓	9/30
Pinellas Park Water Management District	✓			✓	9/30
Pinetree Water Control District	✓			✓	9/30
Renaissance Improvement District	✓			✓	9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
Sun 'N Lake of Sebring Improvement District	✓		✓	✓	9/30
Sunshine Water Control District	✓			✓	9/30
Twelve Oaks Improvement District	✓			✓	9/30
West Lakeland Water Control District	✓				9/30
West Villages Independent District	✓			✓	9/30
TOTAL	29	1	3	26	

REQUIRED INFORMATION FROM RFP

SECTION 3. QUALIFICATIONS OF PROPOSER *(Continued)*

Section A: FIRM QUALIFICATIONS AND EXPERIENCE *(Continued)*

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Aberdeen Community Development District	✓				9/30
Amelia Concourse Community Development District	✓			✓	9/30
Amelia National Community Development District	✓				9/30
Amelia Walk Community Development District	✓				9/30
Anthem Park Community Development District	✓			✓	9/30
Arlington Ridge Community Development District	✓			✓	9/30
Antigua at St. Augustine Community District	✓			✓	9/30
Ave Maria Stewardship Community District	✓			✓	9/30
Bahia Lakes Community Development District	✓			✓	9/30
Ballantrae Community Development District	✓			✓	9/30
Bay Creek Community Development District	✓			✓	9/30
Bay Laurel Community Development District	✓			✓	9/30
Bay Tree Community Development District	✓			✓	9/30
Bayside Community Development District	✓			✓	9/30
Beach Community Development District	✓			✓	9/30
Beacon Tradeport Community Development District	✓				9/30
Beeline Community Development District	✓			✓	9/30
Bella Verda East Community Development District	✓				9/30
Bella Verda Lake Community Development District	✓				9/30
Bella Vida Community Development District	✓			✓	9/30
Belmont Lakes Community Development District	✓			✓	9/30
Bluewaters Community Development District	✓			✓	9/30
Boggy Creek Community Development District	✓				9/30
Bonnett Creek Community Development District	✓				9/30
Bonita Village Community Development District	✓			✓	9/30
Brandy Creek Community Development District	✓			✓	9/30
Bridgewater Community Development District	✓			✓	9/30
Bridgewater of Wesley Chapel Community Development District	✓			✓	9/30
Briger Community Development District	✓			✓	9/30
Brooks of Bonita Springs I Community Development District	✓			✓	9/30
Brooks of Bonita Springs II Community Development District	✓			✓	9/30
Candler Hills East Community Development District	✓			✓	9/30
Capital Region Community Development District	✓				9/30
Captain's Key Dependent District	✓			✓	9/30
Caribe Palm Community Development District	✓			✓	9/30

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER (Continued)

Section A: FIRM QUALIFICATIONS AND EXPERIENCE (Continued)

COMMUNITY DEVELOPMENT DISTRICTS (Continued)	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Cascades at Groveland Community Development District	✓			✓	9/30
Catalina at Winkler Preserve Community Development District	✓			✓	9/30
Cedar Pointe Community Development District	✓			✓	9/30
CBL/BM Port Orange West Community Development District	✓			✓	9/30
Celebration Point Community Development District	✓			✓	9/30
Century Gardens Community Development District	✓				9/30
Century Parc Community Development District	✓			✓	9/30
CFM (Coolidge Fort Myers) Community Development District	✓				9/30
Chapel Creek Community Development District	✓				9/30
Champions Gate Community Development District	✓			✓	9/30
City Center Community Development District	✓			✓	9/30
City Place Community Development District	✓			✓	9/30
Clearwater Cay Community Development District	✓			✓	9/30
Coastal Lake Community Development District	✓				9/30
Coconut Cay Community Development District	✓			✓	9/30
Concorde Estates Community Development District	✓			✓	9/30
Concorde Station Community Development District	✓			✓	9/30
Connerton West Community Development District	✓				9/30
Copper Creek Community Development District	✓			✓	9/30
Copper Oaks Community Development District	✓			✓	9/30
Coral Keys Homes Community Development District	✓			✓	9/30
Coral Town Park Community Development District	✓				9/30
Coronado Community Development District	✓			✓	9/30
Country Club of Mount Dora Community Development District	✓			✓	9/30
Country Greens Community Development District	✓			✓	9/30
Covington Park Community Development District	✓				9/30
Creekside Community Development District	✓			✓	9/30
Cross Country Home Services Community Development District	✓			✓	9/30
Cross Creek Community Development District	✓			✓	9/30
Cutler Cay Community Development District	✓			✓	9/30
Cypress Cove Community Development District	✓			✓	9/30
Cypress Lakes Community Development District	✓			✓	9/30
Deer Island Community Development District	✓			✓	9/30
Deer Run Community Development District	✓			✓	9/30

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER *(Continued)*

Section A: FIRM QUALIFICATIONS AND EXPERIENCE *(Continued)*

COMMUNITY DEVELOPMENT DISTRICTS <i>(Continued)</i>	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Dove Pond Community Development District	✓			✓	9/30
Double Branch Community Development District	✓			✓	9/30
Dunes Community Development District	✓	✓	✓	✓	9/30
Dupree Lakes Community Development District	✓			✓	9/30
East Bonita Bridge Road Community Development District	✓			✓	9/30
East Park Community Development District	✓			✓	9/30
Enclave at Black Point Marina Community Development District	✓			✓	9/30
Enterprise Community Development District	✓		✓	✓	9/30
Estates at Cherry Lake Community Development District	✓			✓	9/30
Falcon Trace Community Development District	✓			✓	9/30
Fallschase Community Development District	✓			✓	9/30
Fiddler's Creek Community Development District	✓			✓	9/30
Fishhawk I Community Development District	✓				9/30
Fishhawk II Community Development District	✓				9/30
Fleming Island Plantation Community Development District	✓			✓	9/30
Fountainbleau Lakes Community Development District	✓			✓	9/30
Forest Creek Community Development District	✓				9/30
Glen St. Johns Community Development District	✓				9/30
Grand Hampton Community Development District	✓				9/30
Grand Haven Community Development District	✓			✓	9/30
Greater Lakes/Sawgrass Community Development District	✓				9/30
Greyhawk Landing Community Development District	✓			✓	9/30
Groves Community Development District	✓				9/30
Habitat Community Development District	✓			✓	9/30
Hamal Community Development District	✓			✓	9/30
Hammocks Community Development District	✓			✓	9/30
Harbor Bay Community Development District	✓				9/30
Harbour Isles Community Development District	✓			✓	9/30
Harbourage at Braden River Community Development District	✓				9/30
Harmony Community Development District	✓			✓	9/30
Harrison Ranch Community Development District	✓			✓	9/30
Hawk's Point Community Development District	✓				9/30
Heritage Greens Community Development District	✓				9/30
Heritage Harbor Community Development District	✓				9/30
Heritage Harbour Market Place Community Development District	✓			✓	9/30

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER (Continued)

Section A: FIRM QUALIFICATIONS AND EXPERIENCE (Continued)

COMMUNITY DEVELOPMENT DISTRICTS (Continued)	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Heritage Harbour South Community Development District	✓			✓	9/30
Heritage Isles at Viera Community Development District	✓				9/30
Heritage Isles Community Development District	✓				9/30
Heritage Landing Community Development District	✓			✓	9/30
Heritage Oak Park Community Development District	✓			✓	9/30
Heritage Park Community Development District	✓			✓	9/30
Heritage Springs Community Development District	✓			✓	9/30
Hickory Hammock Community Development District	✓			✓	9/30
High Ridge/Quantum Community Development District	✓			✓	9/30
Highlands Community Development District	✓			✓	9/30
Homestead 50 Community Development District	✓			✓	9/30
Hypoluxo-Haverhill Community Development District	✓			✓	9/30
Independence Park Community Development District	✓			✓	9/30
Indigo East Community Development District	✓			✓	9/30
Islands at Doral III Community Development District	✓			✓	9/30
Islands at Doral (NE) Community Development District	✓			✓	9/30
Islands at Doral (SW) Community Development District	✓			✓	9/30
Islands at Doral Townhomes Community Development District	✓			✓	9/30
Journey's End Community Development District	✓			✓	9/30
Kendall Breeze Community Development District	✓			✓	9/30
Kendall Breeze West Community Development District	✓			✓	9/30
Keys Cove Community Development District	✓			✓	9/30
Keys Cove II Community Development District	✓				9/30
Laguna Lakes Community Development District	✓			✓	9/30
Lake Ashton Community Development District	✓			✓	9/30
Lake Powell Residential Golf Community Development District	✓			✓	9/30
Lakes by the Bay South Community Development District	✓			✓	9/30
Lakeshore Ranch Community Development District	✓			✓	9/30
Lakeside Community Development District	✓			✓	9/30
Lakeside Landings Community Development District	✓			✓	9/30
Lakeside Plantation Community Development District	✓				9/30
Lakewood Ranch 1 Community Development District	✓			✓	9/30
Lakewood Ranch 2 Community Development District	✓			✓	9/30
Lakewood Ranch 3 Community Development District	✓				9/30
Lakewood Ranch 4 Community Development District	✓			✓	9/30

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER *(Continued)*

Section A: FIRM QUALIFICATIONS AND EXPERIENCE *(Continued)*

COMMUNITY DEVELOPMENT DISTRICTS <i>(Continued)</i>	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Lakewood Ranch 5 Community Development District	✓			✓	9/30
Lakewood Ranch 6 Community Development District	✓				9/30
Legacy Springs Community Development District	✓				9/30
Legends Bay Community Development District	✓				9/30
Lexington Community Development District	✓			✓	9/30
Live Oak No. 1 Community Development District	✓			✓	9/30
Longleaf Community Development District	✓				9/30
Lucaya Community Development District	✓				9/30
Madeira Community Development District	✓			✓	9/30
Magnolia Park Community Development District	✓			✓	9/30
Magnolia West Community Development District	✓				9/30
Main Street Community Development District	✓			✓	9/30
Mainstreet Community Development District	✓			✓	9/30
Majorca Isles Community Development District	✓			✓	9/30
Maple Ridge Community Development District	✓			✓	9/30
Marsh Harbour Community Development District	✓			✓	9/30
Marshall Creek Community Development District	✓				9/30
Mayfair Community Development District	✓			✓	9/30
Meadow Pines Community Development District	✓			✓	9/30
Meadow Point III Community Development District	✓				9/30
Meadow Point IV Community Development District	✓				9/30
Meadow Woods Community Development District	✓				9/30
Mediterra North Community Development District	✓			✓	9/30
Mediterra South Community Development District	✓			✓	9/30
Mediterranea Community Development District	✓				9/30
Middle Village Community Development District	✓			✓	9/30
Miromar Lakes Community Development District	✓				9/30
Monterey/Congress Community Development District	✓			✓	9/30
Montecito Community Development District	✓			✓	9/30
Moody River Estates Community Development District	✓			✓	9/30
Myrtle Creek Community Development District	✓				9/30
Naples Heritage Community Development District	✓			✓	9/30
Narcoossee Community Development District	✓			✓	9/30
Newport Tampa Bay Community Development District	✓			✓	9/30
North Dade Community Development District	✓			✓	9/30

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER (Continued)

Section A: FIRM QUALIFICATIONS AND EXPERIENCE (Continued)

COMMUNITY DEVELOPMENT DISTRICTS (Continued)	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Northwood Community Development District	✓			✓	9/30
Oak Creek Community Development District	✓			✓	9/30
Oakridge Community Development District	✓			✓	9/30
Oakstead Community Development District	✓			✓	9/30
Orchid Grove Community Development District	✓			✓	9/30
OTC Community Development District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Palm Bay Community Development District	✓			✓	9/30
Palm Beach Plantation Community Development District	✓			✓	9/30
Palm Coast Park Community Development District	✓			✓	9/30
Palm Glades Community Development District	✓			✓	9/30
Palma Sola Trace Community Development District	✓			✓	9/30
Pan American West Community Development District	✓				9/30
Panther Trace I Community Development District	✓				9/30
Parker Road Community Development District	✓			✓	9/30
Parklands Lee Community Development District	✓			✓	9/30
Parklands West Community Development District	✓			✓	9/30
Parkway Center Community Development District	✓			✓	9/30
PBR Community Development District	✓			✓	9/30
Pelican Marsh Community Development District	✓				9/30
Pentathlon Community Development District	✓			✓	9/30
Pine Air Lakes Community Development District	✓			✓	9/30
Pine Island Community Development District	✓			✓	9/30
Pine Island South Community Development District	✓				9/30
Piney-Z Community Development District	✓			✓	9/30
Poinciana Community Development District	✓			✓	9/30
Poinciana West Community Development District	✓			✓	9/30
Portico Community Development District	✓				9/30
Portofino Cove Community Development District	✓			✓	9/30
Portofino Isles Community Development District	✓			✓	9/30
Portofino Landings Community Development District	✓			✓	9/30
Portofino Shores Community Development District	✓				9/30
Portofino Springs Community Development District	✓			✓	9/30
Portofino Vineyards Community Development District	✓			✓	9/30
Portofino Vista Community Development District	✓			✓	9/30

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER *(Continued)*

Section A: FIRM QUALIFICATIONS AND EXPERIENCE *(Continued)*

COMMUNITY DEVELOPMENT DISTRICTS <i>(Continued)</i>	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Preserve at Wilderness Lake Community Development District	✓			✓	9/30
Principal One Community Development District	✓			✓	9/30
Quantum Community Development District	✓			✓	9/30
Quantum Park Overlay Community Development District	✓			✓	9/30
Randal Park Community Development District	✓			✓	9/30
Remington Community Development District	✓				9/30
Renaissance Community Development District	✓				9/30
Reserve Community Development District	✓				9/30
Reserve 2 Community Development District	✓				9/30
Reunion East Community Development District	✓			✓	9/30
Reunion West Community Development District	✓			✓	9/30
River Bend Community Development District	✓				9/30
River Place on the St. Lucie Community Development District	✓			✓	9/30
River Ridge Community Development District	✓			✓	9/30
Rivercrest Community Development District	✓			✓	9/30
Rivers Edge Community Development District	✓			✓	9/30
Sail Harbour Community Development District	✓			✓	9/30
Sampson Creek Community Development District	✓				9/30
Sausalito Bay Community Development District	✓			✓	9/30
Seven Oaks I Community Development District	✓				9/30
Seven Oaks II Community Development District	✓				9/30
Six Mile Creek Community Development District	✓			✓	9/30
Somerset Community Development District	✓				9/30
Sonoma Bay Community Development District	✓			✓	9/30
South Bay Community Development District	✓			✓	9/30
South Fork Community Development District	✓			✓	9/30
South Fork East Community Development District	✓				9/30
South Kendall Community Development District	✓			✓	9/30
South Village Community Development District	✓				9/30
Southern Hills Plantation I Community Development District	✓			✓	9/30
Southern Hills Plantation II Community Development District	✓			✓	9/30
Southern Hills Plantation III Community Development District	✓				9/30
Spicewood Community Development District	✓			✓	9/30
Split Pine Community Development District	✓				9/30

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER (Continued)

Section A: FIRM QUALIFICATIONS AND EXPERIENCE (Continued)

COMMUNITY DEVELOPMENT DISTRICTS (Continued)	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Springridge Community Development District (formerly Killarney)	✓			✓	9/30
St. John's Forest Community Development District	✓			✓	9/30
Sterling Hill Community Development District	✓				9/30
Stonebrier Community Development District	✓			✓	9/30
Stonegate Community Development District	✓			✓	9/30
Stoneybrook Community Development District	✓			✓	9/30
Sunny Hills Units 12-15 Dependent District	✓			✓	9/30
SWI Community Development District	✓			✓	9/30
Tampa Palms Community Development District	✓			✓	9/30
Tampa Palms Open Space and Transport Community Development District	✓			✓	9/30
Tara Community Development District	✓				9/30
Tesoro Community Development District	✓			✓	9/30
Thousand Oaks Community Development District	✓			✓	9/30
Tison's Landing Community Development District	✓				9/30
Tolomato Community Development District	✓				9/30
Tomoka Community Development District	✓			✓	9/30
Town Center at Palm Coast Community Development District	✓			✓	9/30
Tradition Community Development District	✓				9/30
Trails at Monterey Community Development District	✓			✓	9/30
Trails Community Development District	✓			✓	9/30
Tree Island Estates Community Development District	✓			✓	9/30
Treeline Preserve Community Development District	✓			✓	9/30
Triple Creek Community Development District	✓			✓	9/30
Turnbull Creek Community Development District	✓			✓	9/30
Turtle Run Community Development District	✓				9/30
Tuscany Reserve Community Development District	✓			✓	9/30
Two Creeks Community Development District	✓			✓	9/30
University Place Community Development District	✓			✓	9/30
University Square Community Development District	✓				9/30
Urban Orlando Community Development District	✓			✓	9/30
Valencia Acres Community Development District	✓			✓	9/30
Vasari Community Development District	✓			✓	9/30
Venetian Community Development District	✓			✓	9/30
Venetian Isles Community Development District	✓			✓	9/30

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER (Continued)

Section A: FIRM QUALIFICATIONS AND EXPERIENCE (Continued)

COMMUNITY DEVELOPMENT DISTRICTS (Continued)	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Verandah East Community Development District	✓			✓	9/30
Verandah West Community Development District	✓			✓	9/30
Verandahs Community Development District	✓			✓	9/30
Verano Center Community Development District	✓			✓	9/30
Verona Walk Community Development District	✓				9/30
Villa Portofino East Community Development District	✓			✓	9/30
Villa Portofino West Community Development District	✓			✓	9/30
Villa Vizcaya Community Development District	✓			✓	9/30
Village Walk of Bonita Springs Community Development District	✓				9/30
Villages at Bloomingdale Community Development District	✓				9/30
Village at Gulfstream Park Community Development District	✓			✓	9/30
Villages of Westport Community Development District	✓			✓	9/30
Vista Community Development District	✓			✓	9/30
Vista Lakes Community Development District	✓			✓	9/30
Vizcaya in Kendall Community Development District	✓			✓	9/30
Walnut Creek Community Development District	✓			✓	9/30
Waterchase Community Development District	✓			✓	9/30
Waterford Estates Community Development District	✓				9/30
Waterlefe Community Development District	✓				9/30
Water's Edge Community Development District	✓			✓	9/30
Waterset North Community Development District	✓			✓	9/30
Waterstone Community Development District	✓			✓	9/30
Wentworth Estates Community Development District	✓			✓	9/30
West Lake Community Development District	✓			✓	9/30
Westchester Community Development District	✓				9/30
Westridge Community Development District	✓				9/30
Winston Trails Community Development District	✓			✓	9/30
Willow Creek Community Development District	✓				9/30
Winter Garden Village at Fowler Groves Community Development District	✓			✓	9/30
Woodlands Community Development District	✓			✓	9/30
World Commerce Community Development District	✓			✓	9/30
Wyndam Park Community Development District	✓			✓	9/30
TOTAL	308	1	2	228	

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER (Continued)

Section A: FIRM QUALIFICATIONS AND EXPERIENCE (Continued)

MUNICIPALITIES OR RELATED COMPONENT UNITS	Attestation Services	Consulting Services	Governmental Audit	Single Audit	Utility Audit	CAFR	Current Client	Year End
City of Cooper City			✓		✓	✓	✓	9/30
City of Lauderdale			✓	✓	✓	✓		9/30
City of North Lauderdale			✓		✓	✓	✓	9/30
City of North Palm Beach (Internal Audit)	✓							9/30
City of Pompano Beach (Joint Venture, 40%)			✓	✓		✓		9/30
City of Sweetwater			✓					9/30
City of West Miami			✓	✓				9/30
Miami Beach Redevelopment Agency			✓	✓				9/30
Town of Cloud Lake			✓	✓			✓	9/30
Town of Davie			✓	✓	✓	✓	✓	9/30
Town of Glen Ridge			✓				✓	9/30
Town of Haverhill			✓				✓	9/30
Town of Hillsboro Beach			✓				✓	9/30
Town of Hypoluxo		✓	✓				✓	9/30
Town of Lauderdale by the Sea			✓			✓	✓	9/30
Town of Mangonia Park			✓		✓		✓	9/30
West Palm Beach Golf Commission (Component Unit)		✓	✓					9/30
TOTAL	1	2	16	6	5	6	10	

RETIREMENT PLANS	Financial Audits	ERISA/DOL	Current Client	Year End
Campbell Property Management 401(k)	✓	✓	✓	12/31
City of Cooper City General Employee Retirement Plan	✓		✓	9/30
City of Lauderdale General Employee Retirement Plan	✓			9/30
City of Parkland Police Pension Fund	✓		✓	9/30
City of Sweetwater Police Officers Defined Benefit Retirement Plan	✓			9/30
Cross County Home Services and Affiliates 401(k) Plan	✓	✓	✓	9/30
Danmar Corporation 401(k) Plan	✓	✓		12/31
Florida Public Utilities 401(k) and Pension Plans	✓	✓		12/31
Jacksonville Police and Fire Pension Fund	✓		✓	9/30
Pinetree Water Control District Defined Contribution Retirement Plan	✓			9/30
Town of Davie General Employees Retirement Plan	✓		✓	9/30
Town of Hypoluxo Defined Contribution Retirement Plan	✓		✓	9/30
TOTAL	12	4	7	

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER (Continued)

Section A: FIRM QUALIFICATIONS AND EXPERIENCE (Continued)

NON-PROFIT CLIENTS SERVED AND RELATED EXPERIENCE	Attestation Services	Financial Audits	Consulting Services	Governmental Audit	Single Audit	Tax Services	Current Client	Year End
Aid to Victims of Domestic Abuse, Inc.		✓		✓	✓	✓	✓	6/30
Alliance for Human Services, Inc.		✓				✓	✓	6/30
Brevard Workforce Development Board, Inc.				✓	✓		✓	6/30
Broward County Human Rights Board/Division (Joint Venture, 30%)	✓		✓					N/A
Broward Education Foundation		✓		✓	✓	✓	✓	6/30
Christian Manor	✓	✓	✓	✓	✓	✓		12/31
Delray Beach Community Land Trust				✓		✓	✓	9/30
Family Promise	✓						✓	12/31
Hispanic Human Resources Council	✓	✓	✓	✓	✓	✓	✓	9/30
Mae Volen Senior Center	✓	✓		✓	✓	✓	✓	6/30
National Board for Registration of Registrars		✓				✓		3/31
National Cancer Registration Board		✓				✓		6/30
North Lauderdale Academy High School	✓			✓				6/30
Northwood Development Corporation	✓	✓	✓	✓	✓	✓		9/30
Palm Beach Community College Foundation			✓	✓		✓		6/30
Palm Beach County Workforce Development Board (Joint Venture, 25%)	✓							6/30
Southwest Florida Workforce Development Board				✓	✓			6/30
Urban League of Palm Beach County				✓	✓			6/30
TOTAL	8	9	5	12	9	11	8	

REQUIRED INFORMATION FROM RFP
SECTION 3. QUALIFICATIONS OF PROPOSER (Continued)

Section A: FIRM QUALIFICATIONS AND EXPERIENCE (Continued)

OTHER GOVERNMENTAL ENTITIES	Attestation Services	Consulting Services	Governmental Audit	Single Audit	CAFR	Current Client	Year End
	Broward County School District (Joint Venture) (Assessment of Maintenance Operations)		✓				
Broward County School District (Joint Venture, 20%)			✓	✓	✓		6/30
Florida Community College at Jacksonville (Internal Audit)	✓						6/30
Florida Transit Association Finance Corporation		✓	✓			✓	6/30
Highland County School District (Internal Funds Audit)			✓				6/30
Miami-Dade County School District (Internal Audit – Quality Review)	✓						N/A
Palm Beach County School District (Assessment of maintenance for Facility and Property Management) (Internal Funds Audit)		✓	✓				6/30
Palm Beach County School District (Joint Venture, 20%)			✓	✓	✓		6/30
Migrant Health Services of Palm Beach County			✓	✓			N/A
South Florida Water Management District				✓			9/30
South Florida Water Management District (Joint Venture 10%)			✓		✓		9/30
South Florida Water Management District CERP Program Management Services (Joint Venture)	✓						N/A
State of Florida Department of Management Services (Construction)			✓				N/A
State of Florida Department of Transportation (Various)			✓			✓	N/A
TOTAL	3	3	9	4	3	2	

REQUIRED INFORMATION FROM RFP

SECTION 12. MISCELLANEOUS

Sections A & B: STAFF QUALIFICATIONS AND EXPERIENCE

QUALITY AND EXPERIENCE OF FIRM'S ASSIGNED AUDITING PERSONNEL

You will have two partners available and our consultant for any technical assistance. In addition, an audit manager will be available for the engagement and a senior will be assigned to the engagement who will perform the majority of fieldwork. Additional staff are available to assist with the engagement should the need arise.

➤ **ANTONIO J. GRAU, CPA (Partner):**

Antonio J. Grau, CPA has extensive experience in governmental audits and has performed governmental audits for **over 25 years**. Educational courses taken during the past three years include 60 hours of governmental accounting and auditing and 180 hours of other continuing professional education.

➤ **ANTONIO S. GRAU, CPA (Concurring Review Consultant):**

Antonio S. Grau, CPA will be the Concurring Review Consultant. Mr. Grau has been involved in performing governmental audits for **32 years** and is the Concurring Review Consultant on all the governmental audits of the firm. Educational courses taken during the past three years include 87 hours of governmental accounting and auditing and 46 hours of other continuing professional education.

➤ **C. MICHELLE BLACKSTOCK, CPA/CITP (Partner):**

C. Michelle Blackstock, CPA was selected for her managerial, supervising and technical capabilities. She has been performing governmental audits for over **20 years**. Educational courses taken during the past three years include 68 hours of governmental accounting and auditing and 96 hours of other continuing professional education.

➤ **RACQUEL MCINTOSH (Manager):**

Racquel McIntosh, CPA has approximately six years experience, including **6 years** of audit experience at Grau. She is a member of the American Institute of Certified Public Accountants and the Florida Institute of Certified Public Accountants. Racquel graduated from Florida Atlantic University and holds a Master of Accounting degree. Educational courses taken during the past three years include 60 hours of governmental accounting and auditing and 98 hours of other continuing professional education.

Information Technology Consultants and Personnel

In addition to the assigned personnel above, Grau and Associates have full time senior staff with significant IT auditing experience who will assist in the evaluation and testing of internal controls. Because our IT staff has both a financial audit and IT background, they are able to communicate effectively all IT related concerns to management. In addition, Grau contracts with an outside group of IT management consultants to assist with matters including, but not limited to; network and database security, internet security and vulnerability testing.

REQUIRED INFORMATION FROM RFP

SECTION 12. MISCELLANEOUS *(Continued)*

Sections A & B: STAFF QUALIFICATIONS AND EXPERIENCE *(Continued)*

QUALITY AND EXPERIENCE OF FIRM'S ASSIGNED AUDITING PERSONNEL *(Continued)*

POSITION DESCRIPTIONS

Engagement Partner

The engagement will be performed under the direct supervision of an Engagement Partner. The Engagement Partner will participate extensively during the various stages of the engagement and has direct responsibility for engagement policy, direction, supervision, quality control, security, confidentiality of information of the engagement and communication with client personnel.

The Engagement Partner will also be involved in:

- ❖ coordinating all services;
- ❖ directing the development of the overall audit approach and plan;
- ❖ performing an overriding review of work papers;
- ❖ resolving technical accounting and reporting issues;
- ❖ reviewing, approving and signing reports, management letters, and other audit engagement products; and,
- ❖ ascertaining client satisfaction with all aspects of our engagement, such as services and the personnel assigned.

Concurring Review and Advisory Consultant

A Concurring Review Consultant will be available as a sounding board to advise in those areas where problems are encountered. He will also perform a second review of all reports to be issued by Grau & Associates.

Audit Manager and Senior

The assigned personnel will work closely with the partner and the District to ensure that the financial statements and all other reports are prepared in accordance with professional standards and firm policy. Responsibilities will include:

- ❖ planning the audit;
- ❖ preparing or modifying audit programs, as needed;
- ❖ evaluating internal control and assessing risk;
- ❖ communicating with the client and the partners the progress of the audit; and
- ❖ determining that financial statements and all reports issued by the firm for accuracy, completeness and that they are prepared in accordance with professional standards and firm policy.



Grau's engagement team's workload is organized in such a way that additional activities brought about by this engagement will not impact our current commitments to our clients. We have sufficient staff capacity to integrate these professional services into our present operations, while continuing to maintain the highest standards of quality and time lines for our clients.

REQUIRED INFORMATION FROM RFP

SECTION 12. MISCELLANEOUS *(Continued)*

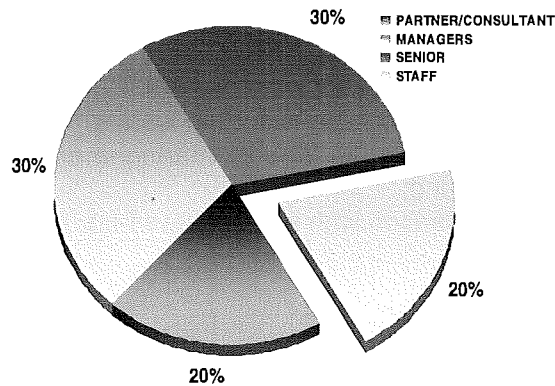
Sections A & B: STAFF QUALIFICATIONS AND EXPERIENCE *(Continued)*

QUALITY AND EXPERIENCE OF FIRM'S ASSIGNED AUDITING PERSONNEL *(Continued)*

Composition of Engagement Team

*In contrast to the majority of both national and local firms, **Grau's proposed engagement team is comprised of an exceptionally large percentage of high-level audit professionals.** This gives us the ability to **quickly recognize problems** and **be more efficient** as a result of our Team's **DECADES** of governmental auditing experience.*

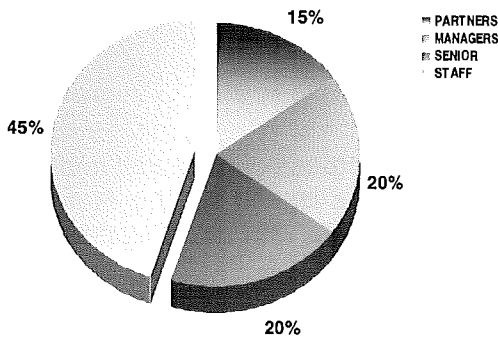
Grau & Associates



80 percent of engagement is performed by "MANAGEMENT"

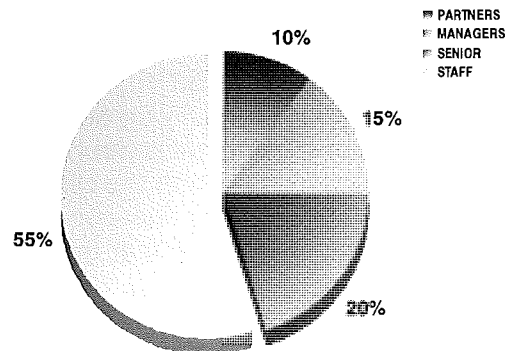
VS.

Typical Local CPA Firm:



Fifty-five percent of engagement is performed by "Management"

Typical National CPA Firm



Forty-five percent of engagement is performed by "Management"

REQUIRED INFORMATION FROM RFP

SECTION 12. MISCELLANEOUS *(Continued)*

Sections A & B: STAFF QUALIFICATIONS AND EXPERIENCE *(Continued)*

QUALITY AND EXPERIENCE OF FIRM'S ASSIGNED AUDITING PERSONNEL *(Continued)*

Antonio J. Grau, CPA – e-mail: tgrau@graucpa.com

Position PARTNER

Education Bachelor of Arts, Business Administration, 1983 University of South Florida; Accredited in Business Valuation by the AICPA, 1998; Personal Financial Specialist, 1997

Professional History

- CPA, in Florida since February 28, 1985, Certificate No. 15330
- Partner of Grau & Associates since 2006
- Partner of Grau & Company 1995-2005
- Audit manager and staff accountant of Grau & Company 1987 to 1995
- Auditor with an international accounting firm, 1985 to 1986
- Staff accountant of Grau & Company, 1983 to 1984

Clients Served

**A partial list of clients served follows:

- (> 250) Special Districts (over 25 years)
- City of Cooper City
- City of Lauderdale Lakes
- City of Lauderhill
- City of Lauderhill General Pension
- City of North Lauderdale
- City of Oakland Park
- Delray Beach Housing Authority
- East Central Regional Wastewater Treatment Facility
- Florida Community College at Jacksonville
- Florida Department of Management Services
- Greater Boca Raton Park & Beach District
- Orlando Housing Authority
- Palm Beach County School District
- Palm Beach County Workforce Development Board
- Peninsula Housing Programs
- South Florida Water Management District
- Southwest Florida Workforce Development Board
- Town of Davie
- Town of Hypoluxo
- West Palm Beach Housing Authority

Professional Education Educational courses taken during the last three years.

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	60
Accounting, Auditing and Other	<u>180</u>
Total Hours	<u>240</u>

Other Qualifications As a member of the Government Finance Officers Association Special Review Committee, Mr. Grau participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting.

Professional Associations

- Member, American Institute of Certified Public Accountants
- Member, Florida Institute of Certified Public Accountants
- Member, Florida Government Finance Officers Association
- Member, Government Finance Officers Association

REQUIRED INFORMATION FROM RFP

SECTION 12. MISCELLANEOUS *(Continued)*

Sections A & B: STAFF QUALIFICATIONS AND EXPERIENCE *(Continued)*

QUALITY AND EXPERIENCE OF FIRM'S ASSIGNED AUDITING PERSONNEL *(Continued)*

Antonio S. Grau, CPA – e-mail: asgrau@graucpa.com

Position **CONCURRING REVIEW CONSULTANT**

Education Bachelor Degree, Business Administration, 1966, University of Miami, Certificate of Educational Achievement from the AICPA in Governmental and Not-For-Profit Accounting and Auditing, 1994 and 1995.

Professional History

- CPA, in Florida since April 29, 1970, Certificate No. 2623
- Partner of Grau & Company, 1977-2004
- Financial officer of a public company, 1972 to 1976
- Auditor with an international accounting firm, 1966 to 1972

Clients Served Mr. Grau was the head of the governmental audit department of Grau & Company, and performs the concurring review and advises on all the governmental audits of the firm. A partial list of clients served:

- Atlanta Housing Authority
- Broward County Housing Authority
- City of Dania Beach
- City of Lauderdale Lakes
- City of Lauderhill
- City of Lauderhill General Employees Pension
- City of Miami Springs
- City of Oakland Park
- City of Sweetwater Pension
- Downtown Development Authority of the City of Miami / Community Development Block Grants
- Florida Community College at Jacksonville
- Miami Beach Housing Authority
- Palm Beach County Workforce Development District
- South Florida Water Management District
- Town of Hypoluxo
- Town of Miami Lakes
- Town of Southwest Ranches
- Village of Biscayne Park
- West Palm Beach Housing Authority

Professional Education Educational courses taken during the last three years.

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	87
Accounting, Auditing and Other	46
Total Hours	<u>133</u>

Other Qualifications Mr. Grau was the review team leader for the Quality Review of the Office of Management Audits of Miami-Dade County School Board.

Professional Associations

- Member, American Institute of Certified Public Accountants
- Member, Florida Institute of Certified Public Accountants
- Past member, State and Local Government Committee, Florida
- Institute of Certified Public Accountants (1996-1997)
- Past member, Quality Review Acceptance Committee, Florida
- Institute of Certified Public Accountants (1991 - 1993)
- Past member of BKR International Committee on Government and Non-Profit Accounting and Auditing

REQUIRED INFORMATION FROM RFP

SECTION 12. MISCELLANEOUS (Continued)

Sections A & B: STAFF QUALIFICATIONS AND EXPERIENCE (Continued)

QUALITY AND EXPERIENCE OF FIRM'S ASSIGNED AUDITING PERSONNEL (Continued)

C. Michelle Blackstock, CPA – e-mail: mblackstock@graucpa.com

Position PARTNER

Education University of Central Florida, Orlando, Florida
Bachelor of Science – Accountancy May 1988

Professional & Civic History

- Grau & Associates – since 2006
- Grau & Company – 2003 to 2005
- Other Public Experience – 1988 to 2003

Clients Served A partial list of audit clients served (with Grau and previous firms):

- Various Special Districts
- Aid to Victims of Domestic Abuse
- Bentley's Luggage 401(k) Plan
- Canaveral Port Authority
- Central County Water Control District
- Citrus County Mosquito Control District
- City of Cooper City
- City of North Lauderdale
- City of Parkland Police Officers' Retirement Plan
- City of Sebastian
- Cobb County Health Department
- CPM & Rosemurgy 401(k) Plan
- Cross Country Home Services and Affiliates 401(k) Plan
- Danmar Corporation 401(k) Plan
- Florida Public Utilities 401(k) and Pension Plans
- Florida Transit Association Finance Corporation Floyd County, Georgia
- Greater Boca Raton Chamber of Commerce
- Hispanic Human Resources Council
- Jacksonville Police and Fire Pension Fund
- Mae Volen Senior Center, Inc.
- Myakka Fire Control District
- Siboney Contracting Co,
- South Florida Water Management District
- South Indian River Water Control District
- South Trail Fire and Rescue District
- Sunshine Water Control District
- The Breakers Health and Welfare Plan
- Town of Davie
- Town of Hypoluxo

Professional Education Educational courses taken during the last three years.

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	68
Accounting, auditing and other	96
Total Hours	<u>164</u>

Other Qualifications As a member of the Government Finance Officers Association Special Review Committee, Ms. Blackstock participates in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting.

Professional Associations

- Member, American Institute of Certified Public Accountants
- Member, Florida Institute of Certified Public Accountants
- Member, Florida Government Finance Officers Association
- Past member, Georgia Society of Certified Public Accountants Government Accounting and Audit Committee
- Big Brothers Big Sisters of Broward County, Past President and past Treasurer of the Board of Directors

REQUIRED INFORMATION FROM RFP

SECTION 12. MISCELLANEOUS *(Continued)*

Sections A & B: STAFF QUALIFICATIONS AND EXPERIENCE *(Continued)*

QUALITY AND EXPERIENCE OF FIRM'S ASSIGNED AUDITING PERSONNEL *(Continued)*

Racquel C McIntosh, CPA – e-mail: rmcintosh@graucpa.com

Position **MANAGER**

Education Master of Accounting, MACC; Florida Atlantic University, December 2004; Bachelor of Arts –
Majors: Accounting and Finance; Florida Atlantic University, May 2003

- Professional History**
- Manager at Grau & Associates since 2009
 - Senior Auditor at Grau & Associates, 2007-2009
 - Staff Auditor at Grau & Associates, 2006 – 2007
 - Staff Auditor at Grau & Company 2005 – 2006
 - Graduate Assistant at FAU Foundation, 2002- 2004

- Clients Served**
- A partial list of clients served follows:
- Various Special Districts
 - Brevard Workforce Development Board
 - Broward Education Foundation
 - Central Broward Water Control District
 - City of Cooper City
 - City of Pompano Beach (Joint Venture)
 - East Central Regional Wastewater Treatment Facility
 - Greater Boca Raton Beach and Park District
 - Key Largo Wastewater Treatment Plant
 - Pinetree Water Control District
 - Southwest Florida Workforce Development Board
 - Sun 'n Lake of Sebring Improvement District
 - Town of Hypoluxo
 - Town of Mangonia Park

Professional Education Educational courses taken during the last three years.

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	60
Accounting, Auditing and Other	<u>98</u>
Total Hours	<u>158</u>

- Professional Associations**
- Member, American Institute of Certified Public Accountants
 - Member, Florida Institute of Certified Public Accountants

REQUIRED INFORMATION FROM RFP

SECTION 12. MISCELLANEOUS *(Continued)*

Section C: REFERENCES

We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT

Scope: Audit
Partner: Antonio Grau, Jr.
Date: Annually since 2004
Client Contact: Todd Wodraska
Address: 2501A Burns Road
Palm Beach Gardens, Florida 33410
Telephone: (561) 630-4922

DUNES COMMUNITY DEVELOPMENT DISTRICT

Scope: Audit
Partner: Antonio Grau, Jr.
Date: Annually since 1998
Client Contact: Darrin Mossing
Address: 5000 Palm Coast Highway
Palm Coast, Florida 32137
Telephone: (877) 888-4002

TRAILS COMMUNITY DEVELOPMENT DISTRICT

Scope: Audit
Partner: Antonio Grau, Jr.
Date: Annually since 2006
Client Contact: William Rizzetta
Address: 3434 Colwell Avenue, Suite 200
Tampa, Florida 33614
Telephone: (813) 933-5571

REQUIRED INFORMATION FROM RFP
SECTION 12. MISCELLANEOUS *(Continued)*

Section D: COST

Our proposed fee for the financial audit is:

<u>Year Ended September 30,</u>	<u>Fee</u>
2011	\$4,200
2012	\$4,400
2013	\$4,600

The above fee is based on the assumption that the District maintains its current level of operations. Should conditions change or additional Bonds are issued the fees would be adjusted accordingly.

SUPPLEMENTAL INFORMATION

Section A: SPECIFIC AUDIT APPROACH

SCOPE / WORK PRODUCTS / RESULTS

Grau's Understanding of Work Product / Scope of Services:

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. ***You would be a valued client of our firm and we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but will exceed those expectations.*** Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, *Generally Accepted Government Auditing Standards*, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State of Local regulations. We will deliver our reports in accordance with your requirements.

Proposed segmentation of the engagement

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:

Phase I - Preliminary Planning

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

During this phase we will perform the following activities:

- Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements.
- Read minutes of meetings.
- Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems.
- Obtain an understanding of fraud detection and prevention systems.
- Obtain and document an understanding of internal control. Consider the methods that are used to process accounting information which influence the design of the internal control. This understanding includes knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation.
- Assess risk and determine what controls we are to rely upon and what tests we are going to perform. Perform test of controls.

SUPPLEMENTAL INFORMATION

Section A: SPECIFIC AUDIT APPROACH *(Continued)*

Proposed segmentation of the engagement *(Continued)*

Phase I - Preliminary Planning *(Continued)*

- Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives.
- Discuss and resolve any accounting, auditing and reporting matters which have been identified.

Phase II – Execution of Audit Plan

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions.
- Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures.
- Perform tests of compliance.

Phase III - Completion and Delivery

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- Perform final analytical procedures.
- Review information and make inquiries for subsequent events.
- Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

SUPPLEMENTAL INFORMATION

Section A: SPECIFIC AUDIT APPROACH *(Continued)*

Proposed segmentation of the engagement *(Continued)*

Phase III - Completion and Delivery *(Continued)*

In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- Significant audit adjustments;
- Significant deficiencies or material weaknesses;
- Disagreements with management; and,
- Difficulties encountered in performing the audit.

Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:

- The recommendation must be cost effective;
- The recommendations are to be the simplest to effectuate in order to correct a problem;
- The recommendation must go to the heart of the problem and not just correct symptomatic matter; and
- The corrective action must take into account why the deficiency occurred.

To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no “surprises” in the management letter and fosters a professional, cooperative atmosphere.

Communications

We emphasize a continuous, year-round dialogue between the District and our management team. We believe this continuous, open communication is critical to serving your needs.

SUPPLEMENTAL INFORMATION

Section B: ADDITIONAL SERVICES

CONSULTING / MANAGEMENT ADVISORY SERVICES

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- Organizational structures
- Financing alternatives
- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

ARBITRAGE

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds. Please find a partial list of clients served on Page 33.

SUPPLEMENTAL INFORMATION

Section B: ADDITIONAL SERVICES (Continued)

ARBITRAGE (Continued)

GRAU HAS PROVIDED ARBITRAGE SERVICES FOR GOVERNMENTAL CLIENTS INCLUDING:

- Bartram Springs Community Development District
- Beacon Lakes Community Development District
- Beacon Tradeport Community Development District
- Bobcat Trail Community Development District
- Brandy Creek Community Development District
- Briger Community Development District
- Brighton Lakes Community Development District
- Capital Region Community Development District
- Cedar Pointe Community Development District
- Championsgate Community Development District
- City Place Community Development District
- Cory Lakes Community Development District
- Country Greens Community Development District
- Double Branch Community Development District
- Dunes Community Development District
- East Bonita Beach Road Plantation Comm. Development District
- East Homestead Community Development District
- East Park Community Development District
- Falcon Trace Community Development District
- Fleming Island Plantation Comm. Dev. District
- Grand Haven Community Development District
- Griffin Lakes Community Development District
- Habitat Community Development District
- Hamal Community Development District
- Harbour Lakes Estates Comm. Development District
- Harmony Community Development District
- Heritage Palms Community Development District
- Heritage Pines Community Development District
- Heritage Springs Community Development District
- Huntington Community Development District
- Islands of Doral III Community Development District
- Julington Creek Plantation Comm. Dev. District
- Laguna Lakes Community Development District
- Lake Ashton Community Development District
- Lakewood Ranch 1 Community Development District
- Lakewood Ranch 2 Community Development District
- Lakewood Ranch 3 Community Development District
- Lakewood Ranch 4 Community Development District
- Lakewood Ranch 5 Community Development District
- Lakewood Ranch 6 Community Development District
- Live Oak Community Development District
- Marshall Creek Community Development District
- Monterra Community Development District
- Narcossee Community Development District
- Old Palm Community Development District
- Overoaks Community Development District
- Parkway Center Community Development District
- Pine Air Lakes Community Development District
- Pine Island Community Development District
- Portofino Isles Community Development District
- Portofino Shores Community Development District
- Reunion East Community Development District
- Reunion West Community Development District
- River Place on the St. Lucie Community Dev. District
- Sampson Creek Community Development District
- South Dade Venture Community Development District
- South Village Community Development District
- Spicewood Community Development District
- Stoneybrook West Community Development District
- The Crossings at Fleming Island Comm. Dev. District
- Turnbull Creek Community Development District
- University Place Community Development District
- Urban Orlando Community Development District
- Vasari Community Development District
- Villages of Westport Comm. Development District
- Villasol Community Development District
- Vista Lakes Community Development District
- Vizcaya Community Development District
- Walnut Creek Community Development District
- Waterchase Community Development District
- Westchester Community Development District #1

Conclusion

GRAU & ASSOCIATES IS THE “RIGHT” CHOICE FOR THE GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

Grau provides value and services
above and beyond
the traditional auditor’s “product”

WE PLEDGE TO:

- Provide a *qualified* and *experienced* audit team possessing knowledge of the operation and administration of the District’s compliance and reporting requirements pursuant to applicable auditing standards.
- Demonstrate our commitment to *quality client service* through:
 - ✓ ease of accessibility
 - ✓ prompt response to questions, comments, or requests
 - ✓ insight and suggestions regarding internal controls for financial reporting compliance considerations
- Provide value and services above and beyond the traditional auditor’s “product” - we will “*go the extra mile*”
- Coordinate with the District’s personnel, to ensure *minimum* disruption and *maximum* contribution of District staff
- Develop and maintain open lines of communication with the District to help *expedite* the audit process and *avoid awkward* end-of-engagement “*surprises*”
- Provide the Greyhawk Landing Community Development District with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to *exceed those expectations.*

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**PROPOSAL TO PROVIDE AUDITING SERVICES FOR
GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEARS ENDED SEPTEMBER 2011 - 2013**

PROPOSAL TO PROVIDE AUDITING SERVICES FOR
GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

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LETTER OF TRANSMITTAL

MCDIRMIT  DAVIS
CERTIFIED PUBLIC ACCOUNTANTS AND ADVISORS

September 19, 2011

Greg Cox, District Manager
Greyhawk Landing Community Development District
c/o Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, Florida 33614

Thank you for the opportunity to submit our qualifications and experience to serve as independent auditors for the *Greyhawk Landing Community Development District* (the District). The accompanying proposal will provide you detailed information regarding the scope of services to be provided, as well as a profile of the firm, the individuals who will serve you, our qualifications and experience, and representative clients, including specific references.

It is our understanding that we will provide the following services:

1. Financial audit as defined in Sec. 11.45, Florida Statutes, of the basic financial statements for the District for the year ending September 30, 2011, with an option for two additional annual renewals. We will prepare the September 30, 2011 financial statements under existing accounting principles generally accepted in the United States of America.
2. The audit will be performed in accordance with generally accepted auditing standards, *Governmental Auditing Standards* and the Rules of the Auditor General of the State of Florida.
3. The audit for September 30, 2011 will be completed no later than June 30, 2012.

We believe we are the best-qualified firm to perform the engagement for the following reasons:

- McDermitt Davis & Company, LLC has provided governmental accounting and auditing services in Florida for the past 27 years. We presently audit **thirty three** Community Development Districts and twelve other governmental entities and have an excellent working knowledge of local laws and requirements. We have met and will continue to meet the requested deadlines for issuance of audit reports.
- We have assisted nine governmental entities in receiving the GFOA "Certificate of Achievement for Excellence in Financial Reporting". Elden McDermitt is active as a national review team member of the GFOA's "Certificate of Achievement for Excellence in Financial Reporting" program. As a review team member, Mr. McDermitt reviews and evaluates financial reports submitted by governmental entities to determine whether the financial reports meet the stringent requirements to receive the GFOA'S prestigious award. Participating as a review team member, Mr. McDermitt has demonstrated his expertise in governmental accounting and auditing.

MCDIRMIT DAVIS & COMPANY, LLC
605 E. ROBINSON STREET, SUITE 635 • ORLANDO, FLORIDA 32801
TELEPHONE 407-843-5406 • FAX 407-649-9339 • EMAIL: INFO@MCDIRMITDAVIS.COM

- We have recent and continuous experience, and have devoted a great deal of our continuing education to the governmental auditing and accounting field. Our firm meets the independence and education requirements of the *Government Auditing Standards* issued by the Comptroller General of the United States.
- We have significant experience in entities issuing debt securities and the required disclosures.
- We believe in continuing client contact throughout the year, not just during the audit. We encourage on-going client contact by not charging a fee for phone calls.
- We are members of the American and Florida Institutes of Certified Public Accountants and an Associate member of the Governmental Finance Officers Association. Our firm is active in governmental organizations throughout Central Florida and serves on governmental committees of the Florida Institute of CPA's.
- We are a local firm with personnel committed to quality and professional performance, accustomed to providing a high level of client satisfaction. We believe that our firm is part of a team effort to assist you in developing the best financial reporting possible.
- We have a history of continuity of personnel assigned to the engagement. Our single office firm and low personnel turnover assures uninterrupted services from our partners and staff.

Because of our unique qualifications and a philosophy based on complete dedication to client service, we feel confident that we can provide you with responsiveness and a range of experience that will best serve your needs.

We would consider it a privilege to serve as the independent auditors for *Greyhawk Landing Community Development District*.

Sincerely,

A handwritten signature in black ink, appearing to read "Elden G. McDirmit". The signature is fluid and cursive, with the first name "Elden" being the most prominent.

Elden G. McDirmit, C.P.A.

AUDIT APPROACH

PROPOSAL TO PROVIDE AUDITING SERVICES FOR
GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

AUDIT APPROACH

We will perform the audit of the basic financial statements of the District in accordance with:

- . Auditing standards generally accepted in the United States of America
- . *Government Auditing Standards*, issued by the Comptroller General of the United States
- . Rules of the Auditor General of the State of Florida
- . AICPA Audit and Accounting Guide, *Audits of State and Local Governmental Units*
- . Florida Statutes

The audit will be conducted at the basic financial statement level with an in-relation-to report on the combining and individual fund statements (if any). Our audit will include tests of the accounting records and other procedures we consider necessary to enable us to express an unqualified opinion that the financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. If our opinion is other than unqualified, we will fully discuss the reasons with you in advance.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Also, we will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Our firm strives to be sensitive to the individual needs of each client and we realize that no two clients are the same. Therefore, before we begin our audit tests, we perform a comprehensive internal control study and evaluation to gain a good understanding of our client's unique system. We interview various employees as part of obtaining an understanding of the District's internal control structure. Then we randomly select a sample of cash receipts and disbursements and perform tests to determine that the District's accounting system provides reasonable assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with accounting principles generally accepted in the United States of America. We then tailor our audit program, based on our findings, from the test of controls. We usually perform this phase of the audit prior to year-end, if possible.

PROPOSAL TO PROVIDE AUDITING SERVICES FOR
GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

AUDIT APPROACH - CONTINUED

In conjunction with obtaining an understanding of the District's internal control structure, we will also determine laws and regulations that will be subject to testing. Because of our experience with other governmental entities, we have a working knowledge of Florida Statutes dealing with governmental activities.

Our firm uses a non-statistical approach to audit sampling. Some of our testing for compliance with laws and regulations will be performed at the same time as our testing of control procedures determined during our study of the District's system of internal accounting controls.

Planning and evaluation of internal control are two important factors in conducting a successful audit engagement. Analytical procedures will be used in the planning stage to identify audit areas for increased attention. Analytical procedures usually include comparisons of account balances between accounting periods as well as comparisons of budget and actual amounts. Our audit plan will consist of various phases with specific objectives for each phase. A detailed audit program will be tailored for each objective. We would start performing these procedures as soon as the accounting department has closed the books for the year.

After completion of all audit procedures, we will submit, a draft of the management letter, which shall identify weaknesses observed in the system of internal accounting controls, assess their effect on the system and propose steps to eliminate such weaknesses. We are committed to meeting your time requirements for delivering audited financial statements and will deliver the financial statements and management letter by an agreed-upon schedule. We have prepared many financial statements using GASB 34 and are qualified to prepare the Community Development District's financial statements using GASB 34.

PROFILE OF THE FIRM

PROPOSAL TO PROVIDE AUDITING SERVICES FOR
GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

PROFILE OF THE FIRM

Description and History of Audit Firm

McDermitt Davis & Company, LLC was organized in the State of Florida in August 1984 and serves Central Florida from its centrally located office in Orlando, Florida. The firm has demonstrated for over 26 years that it has the resources and ability to complete the audit on a timely basis. This includes the existence of a firm contingency plan due to any unforeseen natural disaster.

Our firm now consists of the following staff:

Partners	4
Managers	3
Senior	1
Staff Accountants/Paraprofessionals	8
IT Professional	1
Support Staff	<u>2</u>
	<u>19</u>

We are members of the American and Florida Institutes of Certified Public Accountants and an associate member of the Governmental Finance Officers Association.



Our firm has a wide range of clients providing both goods and services in the Central Florida area. Our practice encompasses auditing, accounting, management advisory and tax services.

A list of all governmental clients audited by us for the fiscal years 1999-2010 is as follows:

Community Development Districts

- Aberdeen CDD
- Artisan Lakes CDD
- Bahia Lakes CDD
- Bobcat Trails CDD
- Bonnet Creek Resort CDD
- Brandy Creek CDD
- Bridgewater of Wesley Chapel CDD
- Cascades at Groveland CDD
- Channing Park CDD
- Concord Station CDD
- Connerton West CDD
- Copperstone CDD
- Cordoba Ranch CDD
- Covington Park CDD
- Cypress Creek of Hillsborough CDD
- Diamond Hill CDD
- Dupree Lakes CDD
- Easton Park CDD
- Fishhawk II CDD
- Greater Lakes/Sawgrass Bay CDD
- Harbor Bay CDD
- Heritage Plantation CDD
- K-Bar Ranch CDD

PROPOSAL TO PROVIDE AUDITING SERVICES FOR
GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

PROFILE OF THE FIRM - CONTINUED

Community Development Districts-Continued

Lakeshore Ranch CDD
Longleaf CDD
Lucaya CDD
Meadow Pointe III CDD
Meadow Pointe IV CDD
Oakmont Grove CDD
Panther Trails CDD
Pine Island CDD
Piney-Z CDD
Reunion East CDD
Reunion West CDD
River Hall CDD
Riverwood Estates CDD
Seven Oaks I CDD
Seven Oaks II CDD
Southern Hills Plantation I CDD
Southern Hills Plantation II CDD
Sterling Hill CDD
Suncoast CDD
Tara CDD
Tern Bay CDD
The Groves CDD
The Villages at Avignon CDD
Watergrass CDD
Waters Edge CDD
Westridge CDD
Zephyr Ridge CDD

Utilities/Special Districts

Sanford Airport Authority
Homosassa Special Water District

Municipalities

City of Belle Isle, Florida
City of Clermont, Florida
City of Lake Mary, Florida
City of Longwood, Florida
City of Maitland, Florida
City of Mascotte, Florida
City of Ocoee, Florida
City of Oviedo, Florida
City of Palm Coast, Florida
City of Tavares, Florida
City of Winter Springs, Florida
Town of Windermere, Florida

PROPOSAL TO PROVIDE AUDITING SERVICES FOR
GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

PROFILE OF THE FIRM - CONTINUED

Experience

The following supervisory people will work on the audit:

Elden G. McDirmit, C.P.A., Engagement Partner
Kelly D. Leary, C.P.A., Manager/Review Partner

The above people have considerable experience on governmental audit engagements. Resumes detailing their experience follow on pages 11 and 12.

The professional staff of our firm has been conducting governmental audits in the Central Florida area for the past 27 years. We are experienced auditors in a variety of industries and offer experience in auditing federal grants under the Single Audit Act and performing compliance audits of state grants.

License to Practice in Florida

Our firm and all professional staff are properly licensed to practice in the State of Florida. Also, the firm and all professional staff meet the independence and education requirements of the Government Auditing Standards issued by the Comptroller General of the United States.

Quality Control

Our firm has been a member of the Private Companies Practice Section of the American Institute of Certified Public Accountants since 1985. Member firms are required to adhere to quality control standards established by the AICPA Quality Control Standards Committee and to submit to peer reviews of the firm's accounting and audit practice. Peer reviews are intensive reviews of a firm's quality control system. Our firm has had five peer reviews performed by the American Institute of Certified Public Accountants. Each peer review has included a review of a local governmental entity. We received an unqualified opinion on each review which represents the best opinion that a firm can receive. We have never been subject to any litigation or disciplinary actions by a client, the State or any professional organization for substandard field work. A copy of our firm's most recent unqualified opinion follows this page.

Governmental Audit Quality Center

McDirmit Davis & Company, LLC is a member of the AICPA's Governmental Audit Quality Center which is dedicated to establishing the highest standards of audit quality in the governmental accounting and audit sector.

PEER REVIEW LETTER

Davidson, Jamieson & Cristini, P.L.
Certified Public Accountants

1956 Bayshore Boulevard
Dunedin, Florida 34698-2503
(727)734-5437 or 736-0771
FAX (727) 733-3487

Members of the Firm
John N. Davidson, CPA*, CVA
Harry B. Jamieson, CPA*
Richard A. Cristini, CPA*, CPPT, CGFM

Member
American Institute of
Certified Public Accountants
Florida Institute of
Certified Public Accountants

*Regulated by the
State of Florida

September 25, 2008

To the Shareholders
McDermitt Davis & Company, LLC

We have reviewed the system of quality control for the accounting and auditing practice of McDermitt Davis & Company, LLC (the firm) in effect for the year ended June 30, 2008. A system of quality control encompasses the firm's organizational structure, the policies adopted and procedures established to provide it with reasonable assurance of conforming with professional standards. The elements of quality control are described in the Statements on Quality Control Standards issued by the American Institute of CPAs (AICPA). The firm is responsible for designing a system of quality control and complying with it to provide the firm reasonable assurance of conforming with professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance with its system of quality control based on our review.

Our review was conducted in accordance with standards established by the Peer Review Board of the AICPA. During our review, we read required representations from the firm, interviewed firm personnel and obtained an understanding of the nature of the firm's accounting and auditing practice, and the design of the firm's system of quality control sufficient to assess the risks implicit in its practice. Based on our assessments, we selected engagements and administrative files to test for conformity with professional standards and compliance with the firms' system of quality control. The engagements selected represented a reasonable cross-section of the firm's accounting and auditing practice with emphasis on higher-risk engagements. The engagements selected included among others, audits of Employee Benefit Plans and engagements performed under *Government Auditing Standards*. Prior to concluding the review, we reassessed the adequacy of the scope of the peer review procedures and met with firm management to discuss the results of our review. We believe that the procedures we performed provide a reasonable basis for our opinion.

In performing our review, we obtained an understanding of the system of quality control for the firm's accounting and auditing practice. In addition, we tested compliance with the firm's quality control policies and procedures to the extent we considered appropriate. These tests covered the application of the firm's policies and procedures on selected engagements. Our review was based on selected tests therefore it would not necessarily detect all weaknesses in the system of quality control or all instances of noncompliance with it. There are inherent limitations in the effectiveness of any system of quality control and therefore noncompliance with the system of quality control may occur

and not be detected. Projection of any evaluation of a system of quality control to future periods is subject to the risk that the system of quality control may become inadequate because of changes in conditions, or because the degree of compliance with the policies or procedures may deteriorate.

In our opinion, the system of quality control for the accounting and auditing practice of McDirmit Davis & Company, LLC in effect for the year ended June 30, 2008, has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

Davidson, Jamieson & Crittici, B.L.

PROPOSAL TO PROVIDE AUDITING SERVICES FOR
GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

PROFILE OF THE FIRM - CONTINUED

Management Advisory Services

Our experience in governmental auditing has led to the development of efficient procedures that provide various client benefits. Our services provide our clients with a wide range of knowledge, confidence, and helpful management advice. As a result of the size and variety of our clients, we are continually in contact with a variety of accounting systems. We have provided management advisory services to a number of our clients to their satisfaction. Our management advisory services have included the following:

1. Bond financing and comfort letters;
2. Water and wastewater rate studies;
3. Arbitrage calculations;
4. Assistance in selection, implementation and operation of computer systems;
5. Fixed asset accounting;
6. Consultation and analysis in valuation for sale or purchase of water and wastewater utilities;
7. Detailed internal control studies and evaluations of accounting systems;
8. Assistance in preparation of Comprehensive Annual Financial Reports for recognition by the Government Finance Officers Certificate of Achievement Program.

Continuing Education

McDermitt Davis & Company, LLC is committed to the personal and professional growth of its staff. Our firm requires an annual minimum of 40 hours of continuing professional education for each staff member.

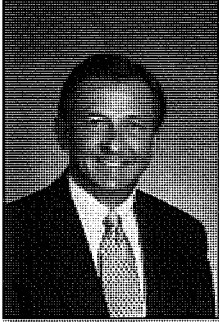
Our governmental audit staff complies with the continuing education requirements of the State of Florida and the U.S. Government Accountability Office Guide, *Governmental Auditing Standards* (yellow book).

As a result of our governmental experience, our staff has taught classes or lectured on various topics. We offer "in-house" education courses for our staff, which at times, our clients have attended. In addition, we would be happy to teach seminars for the benefit of your accounting staff.

RESUMES

**RESUME OF
ELDEN G. McDIRMIT, C.P.A.**

ENGAGEMENT PARTNER



Mr. McDirmit received his Bachelor of Science degree with a major in accounting from the University of Central Florida. During the last 35 years, Mr. McDirmit has experience in governmental accounting and auditing and has received numerous hours of formal training from the AICPA or AICPA-sponsored organizations in the governmental area.

Mr. McDirmit is active as a national review team member for the GFOA's "Certificate of Achievement for Excellence in Financial Reporting" program. As a review team member, Mr. McDirmit reviews and evaluates financial reports submitted by cities and counties to determine whether the financial reports meet the stringent requirements to receive the GFOA's prestigious award. Participating as a review team member, Mr. McDirmit has demonstrated his expertise in governmental accounting and auditing.

Mr. McDirmit has also received the American Institute of CPA's prestigious "Certificate of Educational Achievement". This program consists of attending 64 hours of classroom education related to governmental accounting and auditing and successfully passing 4 examinations. Mr. McDirmit serves on the Florida Institute of CPA's Peer Review Committee and also performs quality reviews of other CPA firms in accordance with standards established by the American Institute of Certified Public Accountants.

Mr. McDirmit served for eight years as Chairman of the Orange County Housing Finance Authority (the Housing Authority) which has the authority to issue revenue bonds to address the housing needs of Orange, Seminole, Lake and Osceola counties. The Housing Authority has approximately \$800 million in assets. Because of this involvement, Mr. McDirmit has an excellent understanding of local government operations and bond financing.

Mr. McDirmit is a member of the American Institute of Certified Public Accountants and the Florida Institute of Certified Public Accountants, an associate member of the Governmental Finance Officers Association, and is active as a board member in other charitable and civic organizations.

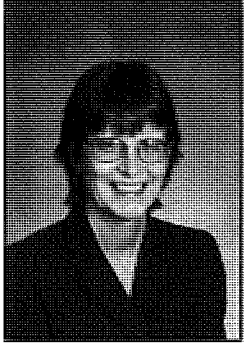
In the past three years, Mr. McDirmit has attended the following governmental continuing professional education courses:

<u>Course Title</u>	<u>Credit Hours</u>
Government Accounting & Auditing Update	8
Governmental Accounting Principles & Financial Reporting	16
Advanced Governmental Auditing	16
Compliance Auditing	4
GASB 34 Accounting Conference	8

In addition to the above specific governmental courses, he has attended courses sponsored by both the American and Florida Institutes of Certified Public Accountants relative to audit sampling, audit workpapers, review of auditing pronouncements, and various federal tax seminars.

**RESUME OF
KELLY D. LEARY, C.P.A.**

MANAGER / REVIEW PARTNER



Ms. Leary received her Bachelor of Science degree with a major in accounting from the University of Hawaii. She has over 25 years of experience in governmental accounting and auditing.

Ms. Leary has served on the State and Local Government Committee for the Florida Institute of CPA's. As a committee member, Ms. Leary was the chairperson of the subcommittee that has revised Compliance Auditing in Florida, a FICPA Practice Aid. Ms. Leary is also qualified to perform quality reviews of other CPA firms in accordance with standards established by the American Institute of Certified Public Accountants and she has performed quality reviews of CPA firms performing governmental audits.

Ms. Leary has been a speaker for the past few years at the FICPA State and Local Government Conference. Ms. Leary has also recently had several articles published in the Florida CPA Today relating to state and local governments, including an article on Single Audits, and an article on pension plans.

Ms. Leary is also a director and treasurer on the Board of Directors of the Fairwinds Credit Union, a nonprofit organization with over a billion dollars in assets.

Ms. Leary's governmental background includes eight years of experience on the Brevard County, Florida audit. She managed the Brevard County audit for several years.

During the past three years, Ms. Leary has attended the following governmental continuing professional education courses:

<u>Course Title</u>	<u>Credit Hours</u>
Intermediate Auditing of Federal, State and Local Compliance Requirements	8
Governmental Accounting Principles & Financial Reporting	16
Florida GFOA Annual Conference	16
State & Local Government Accounting Conference	32
GASB 34 Accounting Conference	8

Because of her expertise, Ms. Leary has also taught several governmental courses on single audit, long-term debt, and arbitrage. In addition to the above specific governmental courses, she has attended courses sponsored by both the American and Florida Institute of Certified Public Accountants relative to work paper preparation and review, accounting and auditing update, and supervisory skills.

GOVERNMENTAL REFERENCES

PROPOSAL TO PROVIDE AUDITING SERVICES FOR
GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

GOVERNMENTAL REFERENCES

References of Governmental Accounting Experience:

<u>Principal Client Contact</u>	<u>Scope of Work</u>	<u>Total Hours</u>	<u>Partner</u>	<u>Years</u>
Mr. Shawn Wildermuth Rizzetta & Company 3434 Colwell Avenue Suite 200 Tampa, FL 33614 (813) 933-5571	<ul style="list-style-type: none"> • Annual Financial & Compliance Audit of Thirty-three CDD's 	1,400	Elden McDirmit	2005 to Present
Ms. Ariel Lovena Accounting Manager GMS 13575 Village Park Drive Suite 265 Orlando, FL 32837 (407) 841-5524	<ul style="list-style-type: none"> • Annual Financial & Compliance Audit of Three CDD's 	90	Elden McDirmit	2010
Mr. Steven Bloom Accounting Manager Severn Trust Management Services 210 University Drive Suite 702 Coral Springs, FL 33071	<ul style="list-style-type: none"> • Annual Financial & Compliance Audit of Two CDD's 	60	Elden McDirmit	2010
Ms. Wanda Horton, Fin. Dir. City of Ocoee, Florida 150 Lakeshore Drive Ocoee, FL 34761 (407) 905-3100	<ul style="list-style-type: none"> • Annual Financial & Compliance Audit (Single Audit) • Received GFOA's "Certificate of Achievement" • Utility and Franchise Tax Audits 	250	Kelly Leary	1985 to Present
Mr. John Williams, Fin. Dir. City of Longwood, Florida 175 W. Warren Avenue Longwood, FL 32750 (407) 260-3475	<ul style="list-style-type: none"> • Annual Financial & Compliance Audit (Implemented GASB 34 in 2001) • Received GFOA's "Certificate of Achievement" 	150	Kelly Leary	1991 to 1993 & 1997 to Present

PROPOSAL TO PROVIDE AUDITING SERVICES FOR
GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

GOVERNMENTAL REFERENCES - CONTINUED

References of Governmental Accounting Experience - Continued:

<u>Principal Client Contact</u>	<u>Scope of Work</u>	<u>Total Hours</u>	<u>Partner</u>	<u>Years</u>
Audited:				
Ms. Jackie Sova, Fin. Dir. City of Lake Mary, Florida 100 N. Country Club Road Lake Mary, FL 32749 (407) 324-3000	<ul style="list-style-type: none"> • Annual Financial & Compliance Audit • Received GFOA's "Certificate of Achievement" 	200	Kelly Leary	1997 to Present
Mr. Shawn Boyle, Fin. Dir. City of Winter Springs, Florida 1126 E. SR 434 Winter Springs, FL 32708 (407) 327-1800	<ul style="list-style-type: none"> • Annual Financial & Compliance Audit (Single Audit) and preparation of CAFR • Received GFOA's "Certificate of Achievement" 	300	Kelly Leary	2000 to Present
Ms. Lori Houghton, Fin. Dir. City of Tavares, Florida P.O. Box 1068 Tavares, FL 32778-1068 (904) 742-6220	<ul style="list-style-type: none"> • Annual Financial & Compliance Audit (Single Audit) and preparation of CAFR • Received GFOA's "Certificate of Achievement" • Utility and Franchise Tax Audits 	250	Elden McDirmit	1988 to Present

Other Governmental References:

Martha Haynie
Orange County Comptroller
201 South Rosalind Avenue
Orlando, Florida 32801
(407) 836-5690

COST OF SERVICES

PROPOSAL TO PROVIDE AUDITING SERVICES FOR
GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

COST OF SERVICES

Proposed Fees

We understand the requested services include audits of the District's financial statements for the years ending September 30, 2011, with an option for two additional annual renewals. The audits will be made in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. They will also be subject to the provisions of Statement #34 of the Governmental Accounting Standards Board (GASB 34).

McDermitt Davis & Company, LLC is duly licensed under Chapter 473, Florida Statutes and is qualified to conduct audits in the State of Florida and audits in accordance with *Government Auditing Standards*.

The fee quoted below is based on cooperation with the management company that documents needed to perform the audit will be available through electronic sources (e-mail, etc).

<u>Audit fees</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Total audit fee	\$3,200	\$3,200	\$3,200

Hourly rates for additional services:

Audit stockholder	\$ 260
Audit manager	150
Audit senior	125
Audit staff	75

