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To: Mayor and City Council
From: J. Jay Vinicki, Assistant City Manager
Date: November 18, 2019
Subject: **Renewal of Internal Auditing Contract**

ITEM DESCRIPTION

Renewal of internal auditing contract with William J. Mulcahy.

BACKGROUND

This contract renews the services of William J. Mulcahy, CPA, CIA, MS, as internal auditor for the City through 2022. The annual fee will be \$15,500 each year through the contract. The annual scope of work will be four projects each year and comply with the function in the City's Charter. Mulcahy has acted as the internal auditor since 2011.

RECOMMENDED ACTIONS

Approval of the renewal.



•Mulcahy Accounting & Risk Consulting•

William J. Mulcahy, CPA, CIA, MS

Mr. Eric Linton
City Manager
City of Dunwoody

November 18, 2019

Dear Mr. Linton:

I am delighted to submit this proposed contract to continue to perform internal auditing for the City of Dunwoody for three more years, 2020, 2021 and 2022. I have below outlined my qualifications, definition of internal auditing, project scope, and my proposed fees, with no increase. Further, I have attached my biography.

My Internal Auditor Qualifications and Experience

I am namesake and recipient of the Institute of Internal Auditors (IIA), Atlanta Chapter's top annual award, the *William J. Mulcahy Leadership Award*; President & CEO, Mulcahy Accounting & Risk Consulting; Board Member and former President/Chair (2006-2010 and 2018-2019) of the Board of Governors of the IIA, Atlanta Chapter; City Internal Auditor for the City of Brookhaven; IRS form 990 tax return preparer for the Convention and Visitors Bureau of Dunwoody; retired Chief Audit Officer, Emory University; and former Senior Audit & Consulting Manager, Arthur Andersen & Co. See Appendix for my Biography.

Definition of Internal Auditing per the International *Standards* for Internal Auditing

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

Internal Audit Project Scope

I propose performing four internal audit projects annually, (one per quarter). The internal audit work I would do and the reporting would meet the definition of internal auditing (above) and be in compliance with the City of Dunwoody Charter. The scope of the projects and this internal audit program is the same as the work I've performed as the City of Dunwoody Internal Auditor since 2011.

I will continue to provide a verbal and written quarterly report to City Council and Audit Committee in accordance with our long standing practice

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Proposed Fees

City of Dunwoody will pay the independent consultant a fee of \$15,500 annually. The fee will remain the same during the three year contract. I am properly insured.

William J. Mulcahy

William J. Mulcahy, CPA, CIA, MS
President and CEO
Mulcahy Accounting and Risk Consulting

Appendix – Biography of

William J. Mulcahy, CPA, CIA, MS

William J. Mulcahy is an independent consultant specializing in accounting, audit and governance. Mulcahy founded in 2008 and is president and CEO of his own firm, **Mulcahy Accounting & Risk Consulting** following his 20 year career with Emory University including Emory Healthcare which has \$2.4 billion in revenues, \$5 billion in assets and 22,000 employees. For 15 of those years, he served as **Emory's Chief Audit Officer** and earned his **Certified Internal Auditor (CIA)** designation during his Emory years. Mr. Mulcahy is a Board Member since 2005 and served as President / Chairman of the Board from 2006 to 2010 and 2018 to 2019 of the 1,900 member Institute of Internal Auditors (IIA), Atlanta Chapter and **Chairman of the IIA's International Conference in Atlanta** in 2010. Mulcahy earned his **CPA** during his eleven years with Arthur Andersen & Co. Mulcahy is the Founding Chair of the Advisory Board of the Internal Audit Center in the School of Accountancy of **Kennesaw State University's Coles College of Business**. During his ten years as Chair KSU's Internal Audit Program was started and became one of the top eight programs in the world, as rated by the Institute of Internal Auditors – Global.

Mulcahy was appointed in 2011, by the Mayor and City Council as the first City Auditor for the **City of Dunwoody**, Georgia, and he served from 2010 to 2014 as the Special Assistant to the City Auditor for the City of Atlanta. Mulcahy has served as the City of Brookhaven City Auditor since 2015.

Mulcahy earned his bachelor of science in accounting from Philadelphia University and his master of science in healthcare policy and administration from Mercer University.