



Town of Wethersfield

505 SILAS DEANE HIGHWAY
WETHERSFIELD, CONNECTICUT 06109

MICHAEL J. O'NEIL
FINANCE DIRECTOR

REQUEST FOR PROPOSALS

AUDITING SERVICES

#2019-13 – Addendum #1
MARCH 22, 2019

1. What is the reason for the Town requesting proposals? **To perform a review of qualified firms.**
2. Are the current auditors invited to submit a proposal? **The current Independent Accountant will be considered if such a proposal is received.**
3. What financial software does the Town use? **Tyler Technologies/MUNIS** The BOE? **Tyler Technologies/MUNIS** The tax collector? **Quality Data Systems.**
4. What were the contracted audit fees (including both the Town and BOE)
 - a. Fiscal Year 2018 Financial Audit **\$52,000.**
 - b. Fiscal Year 2018 State Single Audit **Included.**
 - c. Fiscal Year 2018 Federal Single Audit **Included.**
 - d. Fiscal Year 2018 EFS/ED001 Certification **Included.**
5. How many auditors were on-site for field work and for how long? **The Finance Department did not track the hours incurred by our Independent Accountant on site or elsewhere. Staff were on site for less than two weeks for year-end procedures.**
6. Are there any significant changes in the finance department from the prior year? **No.**
7. Does the Town anticipate any significant changes (upward or downward) in its State or Federal grant expenditures in the near future as compared to Fiscal year 2018? **We expect to expend proceeds from a SHIPP grant (Connecticut Port Authority, \$765,000) in the current fiscal year.**
8. Are there any improvements the Town would like to see in the audit process? **No.**