

INVESTIGATION AND AUDIT COMMITTEE
MICROSOFT TEAMS/ CCC 111

May 16, 2023

PRESENT Awet Tsegai, Temporary Chair; Councillors Sebrina Wilson and Travis Simpson

ALSO Melissa McCaw, Finance Director

PRESENT

Call to Order

Chair Tsegai called the meeting to order at 7:16 p.m.

APPROVAL OF MINUTES

February 7, 2023 Meeting

MOTION By Sebrina Wilson
 seconded by Travis Simpson

to **approve** the minutes of the February 7, 2023 meeting of the Investigation & Audit Committee meeting.

Motion carried 3/0

Review of RFP Auditor Results and Selection

Director McCaw stated that an RFP for Professional Auditing Services for the Town was issued on April 14, 2023, with submissions due on April 28, 2023. The RFP was issued stating, "Proposals submitted will be evaluated by a three (3) member Audit and Investigations Committee selected by the Town Council."

Two respondents came forward, CliftonLarsenAllen, LLP ("CLA") and Marcum, LLP. The Director shared a financial summary of proposed costs submitted with each bid along with other qualifying factors:

Of the two bids, CLA came in at lower cost. CLA also has previous history with the Town performing audits, and feels that the Administration and Finance Department had a strong working relationship with the team provided for the audit last year.

In Connecticut, CLA currently has 54 municipal clients and Marcum has 2 municipal clients.

Given their previous experience and the cost proposals provided, the Director recommended awarding the bid with CliftonLarsenAllen.

The Committee discussed considering a shorter length of term for the agreement versus five years to help encourage continued competitive bids going forward. Based on the limited number of candidates in the field and the potential for pricing in the market to increase going forward, the committee agreed that recommending the Council approve services with CLA for a full five-year term would be in the best interest of the Town.

The Director confirmed that the Town Budget had been previously adjusted to accommodate the projected increase in the annual cost of the Audit

MOTION By Sebrina Wilson
 seconded by Travis Simpson

to **accept** the proposal of CliftonLarsonAllen, LLP, to provide auditing services for the Town of East Hartford for the FY ending June 30, 2023 in the amount of \$92,000 and for the FYs ending June 30, 2024 through June 30, 2027 consistent with pricing included in bid documents, contingent upon approval of the Town Council.

Motion carried 3/0

ADJOURNMENT

MOTION By Travis Simpson
 seconded by Sebrina Wilson

to **adjourn** at 7:34 pm

Motion carried 3/0

C: Town Council
 Mayor Walsh
 Melissa McCaw, Finance Director