



Andrew Lavigne <alavigne@ctportauthority.com>

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## Request For Proposals (Rfp) For Auditing Services - 09/30/2020

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Andrew Lavigne <alavigne@ctportauthority.com>  
Draft To: chester.sokowski@ambroseindustries.net

Mon, Sep 14, 2020 at 11:40 AM

On Tue, Sep 1, 2020 at 4:59 PM Chester Sokowski <chester.sokowski@ambroseindustries.net> wrote:

Hello,

After reading the RFP referenced in the subject field, we wish to submit the following questions.

Do you anticipate extending the bid due date? NO

What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid? SECTION 4 OF THE RFP INCLUDES EVALUATION CRITERIA

Was this bid posted to the nationwide free bid notification website at [www.mygovwatch.com/free](http://www.mygovwatch.com/free)? NO

Other than your own website, where was this bid posted? THE JOB POSTING ALSO APPEARS ON THE STATE OF CONNECTICUT'S CONTRACTING PORTAL AT [https://biznet.ct.gov/SCP\\_Search/BidDetail.aspx?CID=54976](https://biznet.ct.gov/SCP_Search/BidDetail.aspx?CID=54976) AND THE AMERICAN ASSOCIATION OF PORT AUTHORITIES (AAPA) CAREER CENTER AT <https://careers.aapa-ports.org/jobs/13897301>

Please let us know whether you have received this email, and when and how answers will be provided.

Sincerely,

Chester Sokowski

Ambrose Industries

P: 856-573-0918

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**CPA RFP for Audit Services**

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Andrew Lavigne <alavigne@ctportauthority.com>  
Draft To: "Darin L. Offerdahl" <dofferdahl@aoccpas.com>

Mon, Sep 14, 2020 at 11:43 AM

On Wed, Sep 2, 2020 at 9:54 AM Darin L. Offerdahl <dofferdahl@aoccpas.com> wrote:

Good morning Mr. Lavigne,

I have review your RFP for audit services and would like to obtain a copy of your prior year audited financial statements, and if applicable single audit. PRIOR AUDIT STATEMENTS CAN BE VIEWED ON OUR WEBSITE AT <https://ctportauthority.com/governance/> UNDER "ANNUAL AUDIT REPORTS".

Once I review, I am sure I will have some questions. Thank you very much for your help.

Darin

*Darin L. Offerdahl, MBA, CPA*

Partner

AO & Company, LLC

(860) 663-0110

dofferdahl@aoccpas.com



With offices in:

**Killingworth**

166 Route 81, Suite 1

Killingworth, CT 06419

**Shelton**

1000 Bridgeport Avenue, Suite 210

Shelton, CT 06484

September 9, 2020

Mr. Andrew Lavigne  
Manager, Business Development and Special Projects  
Connecticut Port Authority  
455 Boston Post Road, Suite 204  
Old Saybrook, CT 06475  
alavigne@ctportauthority.com

**RE: Proposal for Auditing Services for the Connecticut Port Authority (the "Authority")**

Dear Mr. Lavigne:

We have received and reviewed the Request for Proposal of Auditing Services ("RFP") for the Authority. Below are some questions which will help our firm better understand the scope of work that will need to be performed, allowing us to provide a more accurate and complete proposal.

1. What was the approximate number of audit adjustments made/proposed by the auditor for the fiscal year ended June 30, 2019?

8

2. Did the auditor prepare a management letter for the Authority related to the audit for the year ended June 30, 2019 with additional recommendations not included within the audited financial statements? If so, can a copy of the latest management letter be distributed?

Yes but the communication is intended solely for management's use.

3. What were the fees for audit services for the fiscal years ended June 30, 2019 and 2018?

2018 - \$25,185      2019 - \$19,570

4. Were there any additional billings from the auditor for the fiscal years 2019 and 2018 audits and, if so, what was the amount and reason(s)?

Included in the above fee of \$25,185 is additional fee of \$5,860 for extensive additional work performed related to state bond authorizations and payments made on behalf of the Authority by DECID.

5. Does management of the Authority prepare the audited financial statements or do the auditors assist in preparing the report?

The auditors assist in preparing the report.

6. Are any of the Authority's accounting functions outsourced to another firm? If so, please describe.

Bookkeeping functions are performed by the Authority staff.  
The Authority consults with Ann Harter via OPM to assist with other various finance functions.

Thank you for the invitation to bid and your response to the above questions will be greatly appreciated.

Sincerely,

*Melissa L. Ferrucci, CPA*

Melissa L. Ferrucci, CPA  
Partner