

RFP No. CPA0026-AS

Questions & Responses

Firm #1:

General Questions

1. Have you asked your current CPA firm to submit a proposal?
No. The incumbent firm is disqualified from submission due to Port Authority's term limits on engagements.
2. Who are the CPA firms you have solicited proposals from?
The RFP is posted publicly for all firms to apply.
3. What do you like most about your current accounting firm?
Fully comprehensive engagement and a commitment to work with a trusted advisor to ensure the accuracy of our books and records.
4. What could your current accounting firm have done differently to improve service and provide more value?
Nothing to highlight.
5. What are the key attributes you are looking for in your accounting firm partner?
Please see [Rating Criteria](#).
6. What do you believe the Board of Trustees/Audit Committee is looking for in an accounting firm?
Please see [Rating Criteria](#).
7. What are the key issues and challenges facing the Authority and its finance function today?
The following are challenges and not considered critical risks at this time:
 - Availability of State funding for future projects
 - Federal regulation which may affect partner agreements
 - Future possibilities for the State Pier after wind.
 - Like any small staff, we have little redundancy for assigned tasks.”

Do you anticipate changes in the future?

Yes

8. Beyond the current challenges facing the Government industry, what are the key unique issues and challenges facing each institution today and in the near future?
The introduction and application of AI in the industry.
9. Who are the individuals from each institution that will be part of the RFP Evaluation Committee?
This information will be made available to organizations selected for the interview process.

Audit Questions

1. Have there been any areas of the audit that have been particularly difficult to audit or areas of significant judgment? If so, what areas?
No; N/A
2. Have there been any areas of the audit that required your current firm's national office to be involved? If so, what areas?
No; N/A
3. Have there been any significant audit adjustments, either recorded or passed, in recent years? If so, in what areas and what amounts?
No; The auditors prepared the journals for pension and OPEB adjustments with the introduction of GASB Statements 68 and 75 in fiscal year 2024. Port Authority's finance director will calculate these amounts in the future. No other notable adjustments were required.
4. Have your current auditors provided any comments for recommendations for improvements or best practices, either formal or informal, in recent years? If so, in what areas?
No formal Management Letter has been issued to the Port Authority, however suggestions were made with regards to the occurrence of a cyber incident. The Port Authority engaged the services of a new IT firm which provided increased security services and training and enhanced its policies and procedures with regards to updating vendor information. These improvements were acknowledged by the incumbent audit firm.
5. What is the desired start date for audit fieldwork for each institution?
July 27, 2026.
6. Has there been any advanced testing performed by your current audit firm? If so, in what areas and what timing is desired during the year?
No; N/A.

7. What is the desired cadence of audit work: remote, in-person, hybrid?
Remote work is acceptable however an initial in-person meeting will be preferred as this is a new engagement.
8. How many federal programs do you anticipate will expend more than \$1M each year?
The Port Authority currently has a federal grant with the EPA Clean Ports Program Grant which may exceed the \$1m threshold in a calendar year.
9. Does the State of CT determine at a consolidated level which programs were audited as major programs for 2025 at each agency?
No.
10. Any new or major litigation since the 2025 financial statements?
No.
11. Any plans for larger-than-normal capital expenditure?
No. The construction of the New London State Pier is completed.
12. Any significant new Subscription- Based Information Technology Arrangements?
No.
13. Any plans with debt other than routine renewals and financing?
No.
14. Are there any unusual or complex accrued expenses?
No.
15. Are there elements of material complexity that might not be apparent in the external financial statements that are of importance that might be rolled up or otherwise combined with other financial statement captions?
No.

IT Questions

1. What Finance/ERP system do you use?
Intuit Quickbooks Online.
2. What provider is being used for payroll processing?
CT Innovations.

3. Do you anticipate major changes in IT over the next three years? If yes, please explain.
No; N/A.
4. Have there been any data breaches or matters that have impacted accounting and financial records?
No. A cyber incident in FY 2025 resulted in enhanced IT security protocols and improved policies and procedures.
5. Has the organization had a third-party consultant in the last three years review data security, penetration testing or other assessment services as to cyber hygiene?
Yes. The Port Authority engaged with a new IT firm for the implementation of increased security measures and testing.

Firm #2:

1. Have you experience any turnover in the finance department or has the team remained consistent?
Staffing within the Port Authority's Finance Department has been consistent for the last couple of years with no departures foreseen.
2. Do you anticipate any unusual or unexpected transactions in FY 2026 or 2027?
No.
3. What was the total amount charged for the 2025 audit and did that include any additional billings?
\$58,000. This included financial accounting for construction of the New London State Pier which has since completed. No additional billings.
4. How many journal entries were given to the Authority as part of the 2025 Audit?
The auditors prepared the journals for pension and OPEB adjustments with the introduction of GASB Statements 68 and 75 in fiscal year 2024. Port Authority's finance director will calculate these amounts in the future. No other notable adjustments were required.
5. Were there any delays in issuing the 2025 audit?
No.

Firm #3:

1. Are you able to provide the fees paid for audit services for each of the past three years? Please indicate if there were any billings above contracted amounts for "out-of-scope" or additional services not contemplated at contract award.
FY 2023: \$30,250, FY 2024: \$78,700 & FY 2025: \$58,000. The amounts paid in fiscal years 2024 and 2025 included financial accounting for construction of the New London State Pier which has since completed. No additional billings.
2. Is the incumbent firm allowed to propose?
No. The incumbent firm is disqualified from submission due to Port Authority's term limits on engagements.
3. Do you typically have adjusting journal entries as a result of the audit? If so, how many do you typically have?
No; The auditors prepared the journals for pension and OPEB adjustments with the introduction of GASB Statements 68 and 75 in fiscal year 2024. Port Authority's finance director will calculate these amounts in the future. No other notable adjustments were required.
4. What are the expectations for performance of the fieldwork? Any preference as to whether the work is performed remotely, on-site or a hybrid model?
Remote work is acceptable however an initial in-person meeting will be preferred as this is a new engagement.
5. Does management prepare the annual Management's Discussion and Analysis section?
The Management Discussion and Analysis section is prepared by the auditor and reviewed by Management.
6. What general ledger package does the Authority use?
Intuit Quickbooks Online.
7. What is the overall timeline for the audit? When does the Authority prefer interim and fieldwork to be performed? When are draft reports due to management and the Board?
3 months; July 27, 2026 to October 30, 2026; November 2026.
8. Is there anything about your current audit process that you would like changed in the future?
Nothing to highlight.
9. What are the three biggest challenges affecting the Authority?

The following are challenges and not considered critical risks at this time:

- Availability of State funding for future projects
- Federal regulation which may affect partner agreements
- Future possibilities for the State Pier after wind.

10. Have there been any disagreements between management and your independent auditor during the prior three engagements?

No.

11. Did the incumbent auditors meet the pre-determined deadlines?

Yes.

12. What are the most important factors that you will consider when making your decision related to the RFP? Are you able to provide weighting for the Evaluation Criteria outlined on pages 7-8?

Please see [Rating Criteria](#).

13. Are there any significant organizational, governance, or administrative changes in the Authority (or pending changes) that will have an impact on the audit process moving forward?

No.

14. Our firm holds a direct CPA license with the State of Connecticut, and all key personnel hold CPA licenses directly with Connecticut or through mobility with neighboring New England states, as allowed by the State of Connecticut. Is that sufficient to meet Contractor Qualification B - License to Practice?

Yes

15. Has the fiscal year 2025 audit been completed? Can the final Annual Report be provided?

Yes; [CT Port Authority Reports](#)

16. Does the Authority anticipate receiving the threshold to require a Single Audit and State Single Audit for fiscal year 2026?

There is currently no existing projects requiring a State Single Audit however the Port Authority currently has a federal grant with the EPA Clean Ports Program Grant which may exceed the \$1m threshold in a calendar year.

Firm #4:

1. The scope of the audit references the State Single Audit Act, however a fee is only requested for a Federal Single Audit. Do you anticipate needing a State Single Audit for FY26, and should we include that fee in our proposal?
There are currently no existing projects requiring a State Single Audit however the Port Authority currently has a federal grant with the EPA Clean Ports Program which may exceed the \$1m threshold in a calendar year. A quote for the State Single Audit may also be provided.
2. If a Federal Single Audit is required, can you provide an estimate of the number of federal contracts subject to that audit? If a State Single Audit is anticipated, please provide the estimated number of state contracts.
The Port Authority currently has a federal grant with the EPA Clean Ports Program which may exceed the \$1m threshold in a calendar year; There are currently no existing projects requiring a State Single Audit however a quotation is appreciated.
3. Regarding the Schedule of Project Allocations, is any other firm engaged to audit this or is this information the responsibility of the firm engaged for the financial statement audit?
This information is the responsibility of the firm engaged for the independent audit.
4. Is there significant fixed asset activity in FY26?
No.
5. Are there significant new leases for FY26?
No.
6. Are capital contributions anticipated to approximate FY25 amounts, and are they government or privately funded?
Yes. Government contributions will be treated as pass through funds in accordance with GASB Statement No. 24 for the purpose of grant funding.
7. Is there an estimated completion date of the Revolution Wind project?
As per Orsted, the Revolution Wind Project is estimated to be completed at the end of 2026. This project is not managed by the Port Authority.
8. Has an evaluation been made of any potential impact to the financial statements if the Revolution Wind project is not completed?
The Revolution Wind project is managed by Orsted who is a tenant at the New London

State Pier. Any stoppage of the project will not have an immediate impact on the Port Authority's financials.

9. Is the Sunrise Wind project still going forward in FY26 as noted in the footnotes?
Yes.

10. Is operating revenue anticipated to be consistent with FY25 amounts?
Yes.

11. For noncapital grants made by the CPA, are there any audit requirements related to those grants?
These amounts are included in the financial statements as a pass through.

12. Does the CPA prepare the financial statements or does the auditor assist with preparation?
The Port Authority prepares the financial statements.

13. How many adjustments are typical during the audit process?
The auditors prepared the journals for pension and OPEB adjustments with the introduction of GASB Statements 68 and 75 in fiscal year 2024. Port Authority's finance director will calculate these amounts in the future. No other notable adjustments were required.

14. Will you provide a copy of the FY25 management letter and/or other recommendations made to you by your independent auditor?
No Management Letter was issued by the auditor.

15. Have there been any delays in providing information to the auditor?
No.

16. Have there been any delays in completion of the audit?
No.

17. How many meetings are anticipated with board and audit committee during planning and at the conclusion of the audit?
The Port Authority's Board and Committees will facilitate any required meetings as requested by the audit firm.

18. Is audit information available electronically?
Yes. [CT Port Authority Reports](#)

19. Does the CPA prefer to have an onsite or remote audit, or a hybrid approach?
Remote work is acceptable however an initial in-person meeting will be preferred as this is a new engagement.

20. Is there any ongoing or pending litigation?
Yes.

21. How many bank accounts are held by the CPA other than the STIF?

Operational account	(1)	20-30 transactions /month
Bond funding account	(1)	5-10 transactions/month
Escrow accounts *	(29)	5-10 transactions/month combined

*These accounts were opened as a result of the construction of the New London State Pier and are outgoing