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Town of Prospect, Connecticut

Proposal for Auditing Services

For the Years Ending June 30, 2020, 2021 and 2022

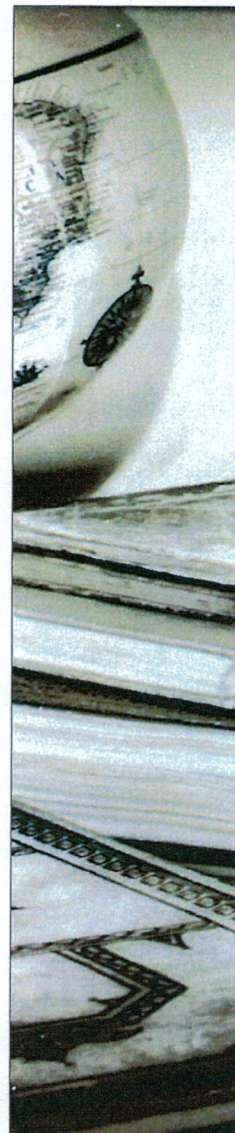
Submitted by:

David Cappelletti, C.P.A.
CLERMONT & ASSOCIATES, LLC
37 Waterbury Road
Prospect, CT 06712
Ph (203)758-6658



**Clermont
& Associates, LLC**
Accounting and Business Consulting

Assurance Tax Consulting



Transmittal Letter

CLERMONT

ACCOUNTANTS • ADVISORS

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clermontaccounting.com

Town of Prospect
Honorable Mayor Robert Chatfield
36 Center Street
Prospect, CT 06712

May 18, 2020

On behalf of Clermont and Associates, LLC, I would like to thank you for providing us with this opportunity to propose auditing services to the Town of Prospect, Connecticut. I have read the Request for Proposal and the Town's June 30, 2019 audit reports, and I am fully confident that we can provide a valuable service to you and your community.

If Clermont & Associates, LLC is selected, we will provide auditing services, at our proposed fees, and will work within the specified time frame to have the required documents, statements and schedules to you as detailed within the required time limit. We will also be available to assist you in certain accounting issues as they arise during the course of the year. The audit will cover an audit of the financial statements in accordance with *Governmental Auditing Standards* as well as include all Federal and State Audit Reports when applicable.

We emphasize quality, integrity and timeliness on our services. We also strive for continuity of the personnel responsible for each client's services. Our strengths lie in our commitment to our clients as well as our availability to provide year round service to them.

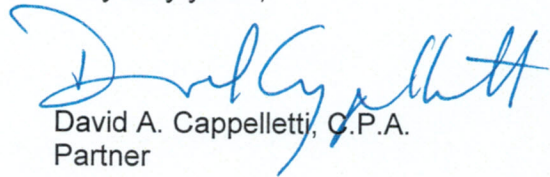
I find that we are uniquely qualified to serve the Town of Prospect for the following reasons:

1. The partner assigned to the engagement **was a member of the Governmental Finance Officers Association (GFOA), Special Review Committee**. As a committee member, he provided a technical review of the comprehensive financial statements submitted to the GFOA and approves or denies the requested Certificate of Achievement in Financial Reporting.
2. Our firm not only provides auditing services but also **provides advisory and consulting services throughout the year** to municipalities and related organizations in the State of Connecticut.
3. The size of our firm and concentration in municipal auditing provides us with knowledge in municipal reporting, compliance and operations, which will show to be an asset to your organization. However, we limit the number of audits we provide to assure that we are available to **provide a service to our clients**.
4. I have **25 years experience in auditing** municipals in the State of Connecticut. The proposal provides references to all our June 30, 2019 municipal audit clients and invites you to contact each of them to ask about our quality of service.

Thank you for the opportunity to submit this proposal. We would welcome the opportunity to meet with you to discuss our services and look forward to a long-lasting relationship with the Town.

This proposal is a firm and irrevocable offer for a period of 90 days from May 18, 2020.

Very truly yours,



David A. Cappelletti, C.P.A.
Partner