



The Northeast District Department of Health
69 South Main Street, Unit 4, Brooklyn, CT 06234, 860-774-7350, www.nddh.org

REQUEST FOR PROPOSALS FOR AUDITING SERVICES

DATE: June 1, 2018

The Northeast District Department of Health (NDDH), located in Brooklyn CT, is accepting proposals from qualified Certified Public Accounting firms for the following services, for fiscal years 2019 through 2021:

1. Audit the basic financial statements of the Northeast District Department of Health as of and for the year ending June 30, 2019 in order to express an opinion of the fair presentation of its basic financial statements in conformity with Generally Accepted Accounting principles. In addition to the required basic financial statements, the document you submit is to include combining statements and schedules as required by the State of Connecticut, which will be subjected to the auditing procedures applied in your audit of the basic financial statements. Also include a budget to actual statement as required supplemental information.
2. Conduct an audit in accordance with Generally Accepted Auditing Standards, Government Auditing Standards as issued by the Comptroller General of the United States (the “yellow book”) and the Connecticut general Statues, Sections 4-230 to 4-236 (State Single Audit Act as revised).
3. Make comments and recommendations as the result of extensive examination of the books and records of the Health Department for any material weaknesses or reportable conditions found. These conclusions will be presented to the Northeast District Department of Health upon the completion of the audit.
4. Complete the Municipal Questionnaire required by the Office of Policy and Management.

Request for proposal forms may be obtained at the office of the Northeast District Department of Health between the hours of 7:00 am and 4:00 pm, Monday through Friday, via email at email@nddh.org, or on the web at www.nddh.org

Interested parties should submit their bids by **4:00 p.m., July 31, 2018** to:

Northeast District Department of Health
Attn: Finance Manager
69 South Main Street, Unit 4
Brooklyn, CT 06234

Questions should be directed to Melissa Nichols, Finance Manager at mnichols@nddh.org.