



**Edgemont Union Free School District
Business Office
300 White Oak Lane
Scarsdale, NY 10583**

The Board of Education of the **Edgemont Union Free School District** (hereinafter referred to as the "District") hereby invites the submission of proposals for the following professional services:

**INTERNAL AUDITING
RFP # 2023-BO-002
Due Date: March 15, 2023**

Specifications and forms may be obtained from the District Main Office through Amy Moselhi or online at our district page beginning February 20, 2023. All addenda will be transmitted via posting on our district website.

The district is not responsible for proposals opened prior to the time and date of the opening if the identifying information does not appear on the envelope. Proposals opened prior to the time and date of the opening are invalid. The district reserves the right to accept each proposal by individual item, by category, by groups of items or as a whole, or in its discretion, to reject all proposals.

The district also reserves the right to waive any informality in the proposal process if determined to be in the best interest of the district. Proposals opened and read shall remain irrevocable for the contract period. The award of contracts, if at all, shall be made as soon as practicable after the opening. Any quantities, if shown, are estimates and not guaranteed.

The Board of Education reserves the right to consider qualification, experience, and reputation, as well as the specific qualifications of a proposer set out herein, in considering proposals and awarding the contract. The board of education reserves the right to reject any or all proposals in its discretion.

By order of the Board of Education
Purchasing Agent Dated: February 15, 2023

Edgemont Union Free School District RFP # 2023-BO-002 INTERNAL AUDITING

INTRODUCTION

Edgemont Union Free School District is issuing this Request for Proposals (RFP) for the selection of an accounting firm to perform the internal audit function of the district for the year ending June 30, 2024.

PURPOSE OF THE RFP

This request is for the purpose of selecting a qualified and experienced auditing firm for the Edgemont Union Free School District ("EUFSD"). An initial one-year contract is considered, said contract being subject to the annual review by the Superintendent and the Board of Education.

Upon recommendation of the Superintendent of Schools, the contract may be extended for additional one-year periods subject to the approval by the Board of Education. Under no circumstances will the initial term of the Agreement and any renewals thereof exceed a total of five years. Notwithstanding the foregoing, the Board of Education reserves the right to terminate this contract for any reason as set forth in the form of Agreement annexed hereto.

The objective of this RFP is to solicit proposals for the provision of professional services for accounting and auditing in connection with an annual audit, more fully described below.

Specifically, the individual (firm) selected as a result of this Request for Proposals will be expected to perform his/her/its services in accordance with any or all of the terms of the agreement annexed hereto as Exhibit "A". As part of the RFP, Proposers should identify in detail the manner in which the services required will be accomplished by him/her/it.

BRIEF DESCRIPTION OF THE DISTRICT

Edgemont Union Free School District is located in the Town of Greenburg City of Scarsdale, Westchester County, New York.

Enrollment: 1,956 students enrolled in grades K-12

Schools: Seely Place Elementary School; Greenville Elementary School; Edgemont Junior Senior Highschool.

BOCES: Board of Cooperative Education Services of Southern Westchester County

The Board of Education is comprised of seven (7) members as follows:

Financial Management:

Superintendent of Schools: Dr. Kenneth R Hamilton

Assistant Superintendent for Business and Administration: Mr. Bryan Paul

District Treasurer: Ms. Amy Moselhi

Audit Committee: Board of Education as Committee of the Whole

Operational Items:

All departments are under the general supervision of the Asst. Superintendent - Business and Administration ("ASB"):

Facilities - All custodial and maintenance personnel are School District employees under the direct supervision of Facilities Director, Rosario Renda.

Food Service - The food service program is managed via School District contract with Whitson's Culinary Group.

Transportation – EUFSD is a part of the Ardsley Consortium. We are mainly walking to school district.

Budget:

Edgemont Union Free School District's operating budget for the 2022-23 school year is \$67,026,024 and was approved by the voters in May of 2022. The district prepares its budget on a basis consistent with a modified accrual basis of accounting. Appropriations lapse at fiscal year-end and encumbrances are shown as a reservation of fund balance and are honored through the expenditures for the subsequent year. Edgemont Union Free School District uses the fund types in its financial reporting: general fund (legally adopted annual budget); special revenue fund; special aid fund; school lunch fund; debt service fund; capital projects fund; fiduciary fund; agency fund; and extra classroom activity fund.

Computer systems:

Edgemont Union Free School District uses nVision for its various accounting and payroll functions. All accounting and payroll operations are performed in-house on District owned computers. The system maintains all journals and ledgers.

Claims Auditor Functions:

The External Audit Function is performed by an independent company, PKF O'Connor Davies. The Claims Audit function is performed by Tobin & Company LLP.

The district will be providing workspace, desks and chairs or access to a telephone line, photocopying facilities, and a FAX machine.

PROPOSAL DUE DATE

Proposals will be accepted up until 3:00 pm on March 15, 2023 in the District Main Office, Edgemont Union Free School District 300 White Oak Ln, Scarsdale NY 10583 and mailed to the attention of Amy Moselhi, Assistant Business Official.

PRE-PROPOSAL QUESTIONS

All questions must be submitted in writing via e-mail to Amy Moselhi emoselhi@edgemont.org no later than 3:00 pm, March 6, 2023. All questions and answers will be posted on the district website no later than 3:00 pm, *March 10, 2023*. The District reserves the right to amend the RFP based on questions and issues raised at any time prior to the RFP submission deadline.

SCOPE AND REQUIREMENTS

The Annual Audit of all funds of the Edgemont Union Free School District shall be performed in accordance with:

Statement on Auditing Standards (SAS) 54
 Illegal Acts by Clients; SAS99
 Consideration of Fraud in a Financial Statement Audit
 Management Anti-fraud Programs and
 Controls (an attachment to SAS 99)

The Auditor will evaluate the adequacy of the internal financial controls of the district with emphasis on areas vulnerable to fraud and abuse; the adequacy of the school's current financial policies and procedures; and the adequacy of the district's financial and auditing organizational structure. The Auditor will make use of and build upon the internal control evaluation work done by the district's independent CPA firm during that firm's annual

financial statement audit. The objectives of this engagement are:

- Development of a risk assessment of the district's financial operations, including, but not limited to; review of financial policies, procedures and practices.
- An annual review and update of the risk assessment.
- Annual testing and evaluation of one or more areas of the district's internal controls, taking into account risk, control weaknesses, size, and complexity of operations.
- Preparation of reports which analyze significant risk assessment findings, recommend changes for strengthening internal controls and reducing identified risks, and specify time frames for implementation of such recommendations.

Areas that may be addressed include but are not necessarily limited to:

- Certification of Payroll
- Review of Bank Reconciliation and Treasurer's Report
- Payroll Observations
- Review Check Signing Log
- Fixed Asset Sampling
- Perform Testing and Validation functions.
- Make an independent selection of key controls for testing to assure that controls are appropriate and are effective when applied.
- Test the design and operating effectiveness of these internal controls to detect deficiencies.
- Monitor the internal controls of the district.
- Review any recommendations regarding the internal controls with Business Office personnel and the Board of Education.
- Based upon the findings, assist the district in the design and implementation of recommended procedures to ensure the operating effectiveness of the internal control environment.
- Report to the Audit Committee of the District on an annual basis.

If the District awards a contract as a result of this RFP, the successful proposer shall defend, indemnify and hold harmless the District, its employees, officers, agents and Board of Education for all loss, costs, damages and expenses, including attorneys' fees, judgments, fines and amounts paid in settlement in connection with a terminated, pending or completed claim, liability, action, suit or proceeding of whatever name or nature as the same may relate, in any manner, to the services provided by the successful proposer, its officers, directors, employees and agents pursuant to this Agreement. Said indemnification and defense shall apply to any claim, liability, suit, proceeding and action in which the School District, its employees, officers, agents and Board of Education may be named as a party.

If the District awards a contract as a result of this RFP, the successful proposer shall be required to obtain and maintain the types and amounts of insurance identified and to comply with all insurance requirements specified.

IRREGULARITIES AND ILLEGAL ACTS

Auditors shall be required to make an immediate written report of all irregularities and illegal acts or indications of illegal acts of which they become aware to the Superintendent and the Board of Education.

AUDITOR'S REPORT

The firm will type and make copies of all reports on its premises and deliver 15 copies and 2 electronic copies in a USB of all reports to the ASB. Each Board member shall be provided with his/her own copy of the report. The annual audit report's letter to management shall be attached to or included in the same binder as the

financial statements. The firm shall advise the ASB as to the proper promulgation of their reports in writing. The above shall be presented to the Board of Education at a meeting with the Audit Committee, or others deemed appropriate by the Board of Education at a regularly scheduled public meeting. The Auditor shall work directly with the Audit Committee in the interpretation of the report for the benefit of the Board of Education in advance of its presentation.

THE SELECTION PROCESS

Timetable

The School District is expected to undertake the selection process according to the following schedule:

Deadline for submission of proposals: By March 15, 2023 at 03:00 p.m. Interview firms: To be determined
Selection of Auditor: On or about April 15, 2023

Proposal Evaluation Criteria

Proposals will be evaluated on the basis of the following criteria:

Experience and Qualifications of the Proposer: Consideration will be given to proposers demonstrating strong capabilities, experience and reputation in undertakings similar to those described in this RFP, and providing authoritative documentation of their financial soundness and stability. Other consideration includes Auditor's license to practice in the State of New York. An affirmative statement should be included that the firm and all assigned key professional staff are properly licensed to practice in the State of New York. The District is interested in the level and type of government auditing experience of those persons to be assigned to the engagement. Brief résumés and listing of governmental and school district references are requested as part of the submission.

Ability to Implement Project Promptly: Preference will be given to proposals demonstrating an ability to carry out the tasks and responsibilities outlined in the proposal in a prompt and efficient manner including but not limited to the number of people, by level, to be assigned to the District's audit and their government auditing experience.

Price: Consideration will be given to the fixed price of the proposal for the services to be conducted in accordance with the terms of the Agreement annexed hereto as Exhibit "A".

Firm qualifications and experience: The proposer should state the size of the firm's school district audit staff, the location of the office from which the work on this engagement is to be performed and the number and nature of the professional staff by level to be employed in this engagement on a full-time basis and the number and nature of staff to be employed on a part-time basis. Proposer should state whether it participates in a quality control program by their peers.

Number of New York State school districts that the firm has audited: Include the total years of service for each. List the engagements performed in the last five years that are similar to that described in this RFP. These engagements should indicate the scope of the work, date, engagement partners, total hours, and the name and telephone number of the principal client contact.

Specific Audit Approach: The proposal should set forth a work plan, including an explanation of the audit methodology to be followed, to perform the services required by this RFP. In developing the work plan, reference should be made to such sources of information as the District budget and related materials, organizational charts, manuals and programs, and financial and other management information charts.

Other professional services: Include any services that will be performed for this district in addition to or in conjunction with the school district financial audit at no additional cost.

RFP PROCEDURES

Information and Documents

All inquiries regarding this RFP should be directed to: Amy Moselhi, Assistant Business Official

Submission of Proposals

All proposals must be received by the Purchasing Agent no later than March 1, 2023 at 03:00 p.m. Any proposals received after this time will be returned unopened to the firm.

Each firm shall submit one (1) original proposal and nine (9) copies and (1) one electronic copy (USB) in a sealed envelope to the following:

Amy Moselhi -Assistant Business Official
Edgemont Union Free School District
300 White Oak Ln
Scarsdale, New York 10583

The envelope should be marked "PROPOSAL FOR INTERNAL AUDITING SERVICES". All proposals and accompanying documents shall become the property of Edgemont Union Free School District . The District shall not divulge any information presented in the RFP to anyone outside the District, unless required by law.

Modification or Withdrawal of Proposals

Any proposal may be withdrawn or modified by written request of the Proposer, provided that such request is received by the District at the above address prior to the date and time set for receipt of proposals.

Right to Reject Proposals

This RFP does not commit the District to award a contract, pay any cost incurred in the preparation of a proposal in response to this RFP, or to procure or contract for services.

The District intends to award a contract on the basis of the best interest and advantage to the District, and reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with all qualified proposers, or to cancel this RFP in part or in its entirety, if it is in the best interest of the District to do so. The District may select as the successful proposer that proposal which, in the District's sole discretion and with whatever modifications the District and the proposer may mutually agree upon, best meets the District's requirements whether or not that proposal is the lowest priced. No proposer shall have any legal, equitable, or contractual rights of any kind arising out of its submission of a proposal except and to the extent that the District, in its sole discretion, shall enter into a contract with the proposer that it selects as the successful vendor.

PROPOSAL FORMAT AND CONTENTS

Proposals must be submitted in the format outlined in this section. In addition to the requirements above, each of the described parts and sections must be completed in full (except those sections described as optional). Each proposal will be reviewed to determine if it is complete prior to actual evaluation. The District reserves the right to eliminate from further consideration any proposal deemed to be non-responsive to the requests for information contained herein. Each of the parts and sections described below should begin on a separate page, and each page should state the name of the proposer in the upper right hand corner.

Proposer Background and Qualifications

The first page of the dollar cost bid should include:

The name of the firm, certification that the person signing the proposal is entitled to represent the firm and submit the bid/RFP, and is authorized to sign the contract with the District.

A total All-Inclusive Maximum price shall be provided for the costs of the auditing services performed for the term of this Agreement. This fee should be a flat annual rate and include necessary expenses. The fee should also cover follow up work, rectifying deficiencies and consultation with all appropriate governmental, non-governmental and regulatory agencies, as appropriate and provide for advice and counsel to the staff throughout the terms of this contract. Out of Pocket Expenses included in the Total All-Inclusive Maximum price, (i.e. travel, lodging, postage and subsistence) will be the responsibility of the Auditor.

All estimated out-of-pocket expenses should be included in the Total All-Inclusive Maximum Price for each year. A statement must be included in the dollar cost bid stating the Auditor will not seek reimbursement for travel, lodging, subsistence, or out of pocket costs incurred in connection with the audit of District finances.

It is understood and agreed that the total All-Inclusive Maximum price represents the total annual cost for the auditing services provided hereunder as described in this Request for Proposals. In the event that the cost of providing such services is less than the amount proposed by the successful proposer, the successful proposer shall, at the District's sole option, either provide a refund in the amount of the difference between the actual cost of the audit and the amount proposed or a credit in the same amount toward the cost of the following year's audit, if the Agreement is renewed.

Rates by Partner, Specialist, Supervisory, and Staff level and the Times/Hours Anticipated for each. The second page of the dollar cost bid should include:

A schedule of professional fees and expenses that support the Total All-Inclusive Maximum price. Names and resumes of personnel to be assigned to this audit, including the partner in charge. It is fully expected that the personnel indicated will be those assigned to the District. Please provide an affirmation statement that those assigned have met all continuing professional education (CPE) requirements necessary to satisfy the United States General Accounting Office (GAO) standards. Name(s) of individuals in the firm that will be available throughout the term of the contract for continuing advice and counsel.

Listing of experiences in the performance of the requested services for school districts or municipalities in New York State, and the years of such experience.

(Optional) include any additional information about the audit team, its personnel, financial condition, or qualifications regarded as being pertinent.

Conflicts of interest

Responses to this RFP should include an affirmation by the Auditor that there are no conflicts of interest between the firm and the Edgemont Union Free School District .

Rates for additional professional services

If it should become necessary for the District to request that the Auditor render any additional services to either supplement the services requested in the RFP or perform additional work as a result of the specific recommendations provided in any report issued in this engagement, then such additional work shall be performed only if set forth in an addendum to the contract between the District and the firm. Any such additional work agreed to between the District and the firm shall be performed at the same rates set forth in the schedule of fees and expenses included in the dollar cost bid.

Specific audit approach

The proposal shall set forth a Work Plan to perform the services required in this Request for Proposal, including an explanation of the audit methodology to be followed. In developing the work plan, reference should be made to such sources of information as the District budget and related materials, organizational charts, manuals and programs, and financial and other management information services. Proposers will be required to provide the following information on their audit approach:

- Information regarding the ability and scope for testing of controls and processes of financial accounting software.
- Proposed segmentation of the engagement.
- Level of staff and number of hours to be assigned to each proposed segment of the engagement. No dollar amounts should be included in the technical proposal.
- Approach to the methodology of sampling and the extent any statistical sampling is to be used in this audit.
- Type and extent of analytical procedures to be used in the engagement.
- Approach to be taken to gain and document an understanding of the District's internal control structure.
- The approach to be taken in determining laws and regulations that will be subject to audit test work.
- Approach to be taken in drawing audit samples for the purpose of tests of compliance.

Report format

The proposal should include sample formats for required reports. These formats should meet or exceed New York State Department of Education requirements.

Board of Education process

The Board of Education reserves the right to accept or reject any or all proposals or any parts of proposals. The original copy of all proposals will be kept on file in the Edgemont Union Free School District Purchasing Office.

Form of Proposal

Proposals submitted pursuant to this RFP shall include the Proposer's cost to perform the services as set forth herein. Proposers are requested to supply a proposal based upon an annual flat fee including necessary expenses. The proposed annual flat fee should also include costs for follow-up work and for providing advice and counsel to District staff throughout the term of this contract.

Each proposal will clearly state the fees to be charged for the years ended:

June 30, 2024
 June 30, 2025
 June 30, 2026
 June, 30 2027

Each proposal will clearly state the basis on which special audit or management services will be billed.

Form of Agreement

The successful Proposer shall be required to execute a written Agreement memorializing the terms of this engagement and inclusive of the terms of this RFP.

INSURANCE

Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the professional safety consultant (Consultant) hereby agrees to effectuate the naming of the District as an additional insured on the Consultant's insurance policies, with the exception of workers' compensation, NY State disability and professional liability. If the policy is written on a claims-made basis, the retroactive date must precede the date of the contract

The policy naming the District as an additional insured shall:

Be an insurance policy from an A.M. Best rated at least A- insurer, licensed in New York State. The District, at its sole discretion, may accept an insurer otherwise authorized to provide insurance in New York State. State that the Consultant's coverage shall be primary and noncontributory coverage for the District, its Board, employees and volunteers.

- a. The District shall be listed as an additional insured by using endorsement CG 2026 or equivalent. The decision to accept an alternative endorsement rests solely with the District. The certificate must state that this endorsement is being used. If another endorsement is used, a copy shall be included with the certificate of insurance. The decision to accept an alternative endorsement rests solely with the District.
- b. If so requested, the Consultant will provide copies of the required policies.

The Consultant agrees to indemnify the District for any applicable deductibles or self- insured retentions.

Required Insurance:

Commercial General Liability Insurance
\$1,000,000 per occurrence/ \$2,000,000 aggregate.

Workers' Compensation and N.Y.S. Disability
Statutory Workers' Compensation, Employers' Liability and N.Y.S. Disability Benefits Insurance for all employees.

Professional Errors and Omissions Insurance

\$2,000,000 per occurrence/ \$2,000,000 aggregate for the consulting services being performed, directly or through sub-consultants, by the Consultant performed under the contract for the District. If written on a "claims-made" basis, the retroactive date must pre-date the inception of the contract or agreement. Coverage shall remain in effect for two years following the completion of work.

If working with students, consultant must show evidence of sexual misconduct coverage.

Excess Insurance

On a "Follow-Form" basis, with limits of \$3,000,000 each occurrence and aggregate. It is the intent of the District to have the Consultant's Excess Insurance also apply over the professional liability insurance.

Consultant acknowledges that failure to obtain such insurance on behalf of the District constitutes a material breach of contract. The Consultant is to provide the Districts with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities. The failure of the District to object to the contents of the certificate or the absence of same shall not be deemed a waiver of any and all rights held by the District.

END OF SECTION

EDGEMONT UNION FREE SCHOOL DISTRICT RFP 2023-BO-002 INTERNAL AUDITING
FIRM REFERENCE FORM

FIRM NAME: _____

Please list (5) five references that your firm has serviced in a manner similar in scope to the specifications contained in this Proposal. References are part of the Proposal Documents and failure to supply these references may result in the rejection of your proposal.

1. School District/Public Sector: _____

Contact Name/Title: _____

Address: _____

Telephone: _____ Email: _____

Date(s) of Service: _____

2. School District/Public Sector: _____

Contact Name/Title: _____

Address: _____

Telephone: _____ Email: _____

Date(s) of Service: _____

3. School District/Public Sector: _____

Contact Name/Title: _____

Address: _____

Telephone: _____ Email: _____

Date(s) of Service: _____

4. School District/Public Sector: _____

Contact Name/Title: _____

Address: _____

Telephone: _____ Email: _____

Date(s) of Service: _____

5. School District/Public Sector: _____

Contact Name/Title: _____

Address: _____

Telephone: _____ Email: _____

Date(s) of Service: _____

Have you ever failed to complete any contract awarded to you? ____ If so, when where and why?

Have liens or lawsuits of any kind ever been filed against you or any officer, director or partner of your organization, arising out of any of your contracts: ____

If so, give details: ____

EDGEMONT UNION FREE SCHOOL DISTRICT RFP 2023-BO-002 INTERNAL AUDITING

NON-COLLUSIVE BIDDING CERTIFICATION

The following statement is made pursuant to Section 103-D of the General Municipal Law, as amended by Chapter 675 of the Laws of 1966, and Section 139-D of the State Finance Law, as amended by Chapter 675 of the Laws of 1966, and Section 2604 of the Public Authorities Law, as amended by Chapter 675 of the Laws of 1966.

By submission of this bid proposal, the bidder certifies that he/she is complying with Section 103-D of the General Municipal Law as follows: Statement of non-collusion in bids and proposals to political subdivisions of the state: Every bid or proposal hereafter made to a political subdivision of the state of any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury:

Non-Collusive Bidding Certification:

a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership, or corporation to submit or not to submit a bid for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been complied with, provided however, that if in any case the Bidder cannot make the forgoing certification, the Bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reason therefore.

Where (a) (1) (2) and (3) have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his/her designee, determines that such disclosure was not made for the purpose of restricting competition. The fact that a Bidder has (a) published price lists, rates or tariffs covering items being procured, (b) informed prospective customers of proposed or pending publications of revised price lists for such items or (c) sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of subparagraph one (a).

Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation or local law, and where such bid contains the certification referred to in subdivision II of this section, shall be deemed to have authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission

of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

The bidder affirms the above statement as true under the penalties of perjury.

Name (please print) *Signature*

EDGEMONT UNION FREE SCHOOL DISTRICT RFP 2023-BO-002 INTERNAL AUDITING

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

As a result of the Iran Divestment Act of 2012 (the "Act"), Chapter 1 of the 2012 Laws of New York, a new provision has been added to State Finance Law (SFL) § 165-a and New York General Municipal Law § 103-g, both effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law) (the "Prohibited Entities List"). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act's effective date at which time it will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL § 165-a(3)(b).

Additionally, Bidder/Contractor is advised that once the Prohibited Entities List is posted on the OGS Website, any Bidder/Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the District receive information that a Bidder/Contractor is in violation of the above- referenced certification, the District will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the District shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default. The District reserves the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

I, _____, being duly sworn, deposes and says that he/she is the

_____ of the __Corporation and that neither the

Bidder/Contractor nor any proposed subcontractor is identified on the Prohibited Entities List.

SIGNED

SWORN to before me this ____ day of __2023__

Notary Public: _____

EDGEMONT UNION FREE SCHOOL DISTRICT RFP 2023-BO-002 INTERNAL AUDITING

COST PROPOSAL FORM

ALL INCLUSIVE FEES

PERIOD END JUNE 30, 2023 INTERNAL AUDITING ANNUAL COST \$_____PER YEAR PERIOD END JUNE 30, 2024 INTERNAL AUDITING ANNUAL COST \$_____PER YEAR PERIOD END JUNE 30, 2025 INTERNAL AUDITING ANNUAL COST \$____PER YEAR PERIOD END JUNE 30, 2026 INTERNAL AUDITING ANNUAL COST \$_____PER YEAR PERIOD END JUNE 30, 2027 INTERNAL AUDITING ANNUAL COST \$_____PER YEAR

NAME: _____

COMPANY NAME: _____

CONTACT PERSON: _____

TELEPHONE: _____FAX:_____

EMAIL: _____

SIGNATURE OF INDIVIDUAL:_____ or COMPANY OFFICER

DATE:_____