

**SWEET HOME CENTRAL SCHOOL DISTRICT
OF AMHERST AND TONAWANDA**

M E M O R A N D U M

TO: Michael V. Ginestre, Superintendent of Schools

FROM: Donald G. Feldmann, Asst. Superintendent for Finance & Plant Services

DATE: March 3, 2025

RE: Internal Auditor Request for Proposal (RFP) recommendation

The District Audit Committee met on February 3, 2025 to review proposals submitted by firms and its serve as the Internal Auditor for Sweet Home Schools. The committee reviewed seven proposals from high quality individuals and firms with extensive experience in school and government accounting. The committee unanimously recommends the firm of **Tronconi Segarra & Associates, LLP (TSA)** to serve as Internal Auditor for the 2025-26 school year. TSA will be paid \$15,375 for their services during the 2025-26 school year with the option to renew for four additional years. Tronconi was paid \$14,750 for the most recently completed internal audit.

If the District were to renew the contract for services with Tronconi Segarra & Associates for four additional years, the cost for services breakdown would be as follows:

2026: \$16,150
2027: \$16,900
2028: \$17,700
2029: \$18,500

Tronconi Segarra & Associates, LLP is one of the Buffalo area's largest local accounting/auditing firms. TSA is currently the internal auditor for four local districts, while serving as the external auditor for six others. Tronconi is well versed in areas such as State Aid, Capital Projects Reporting, Special Aid/Grants, and Reserve Funding.

The Audit Committee is confident that Tronconi Segarra & Associates, LLP is the firm best suited to perform as the internal auditor for Sweet Home Central School. I respectfully ask that you take this recommendation by the Audit Committee to the Board of Education for review and approval.