



# Westchester Community College

State University of New York

19301

May 19, 2011

To: Board of Acquisition and Contract

From: Joseph N. Hankin  
President

***Re: Authority for the County of Westchester to enter into an agreement with O'Connor Davies Munns & Dobbins, LLP for auditing services to Westchester Community College for the fiscal year ending August 31, 2011, in an amount not to exceed \$57,000 pursuant to an approved budget***

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The County of Westchester and O'Connor Davies Munns & Dobbins, LLP wish to enter into an agreement whereby O'Connor Davies Munns & Dobbins, LLP will provide year end auditing services to Westchester Community College.

On April 13, 2011 a Request for Proposal (RFP) for audit and management advisory services was sent to seven (7) firms. Four (4) firms responded to the RFP: O'Connor Davies Munns & Dobbins; LLP, D'Arcangelo & Co., LLP; UHY, LLP; and Grant Thornton, LLP. The selection of O'Connor Davies Munns & Dobbins, LLP is based on cost, quality of services typically provided by this firm, and overall merits of its proposal.

Accordingly, authorization is requested from your Honorable Board for the County to enter into an agreement with O'Connor Davies Munns & Dobbins, LLP for the provision of auditing services to Westchester Community College for fiscal year ending August 31, 2011 in an amount not to exceed \$57,000 pursuant to an approved budget to be paid in a lump sum upon issuance of the audit report. The services will be provided during the period September 1, 2011 through December 31, 2011. The County shall have the option to renew the agreement for two (2) successive one year periods at a fee to the County of \$59,000 for the second year of the agreement and \$61,000 for the third year of the agreement.

By entering into this contract, the College is enabled to maintain accreditation, federal financial aid, as well as all other funding. It is mandatory that the College be in compliance with accounting standards. It also assures the taxpayers of Westchester County and students that the College finances and internal controls are satisfactory.

I respectfully request your approval of the attached Resolution.

JNH:lz  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/02/2011 - JOMANY VIEIRA, SECRETARY

## RESOLUTION

Upon a communication from the President of Westchester Community College; be it hereby

**RESOLVED**, that the County of Westchester is hereby authorized to enter into an agreement with O'Connor Davies Munns & Dobbins, LLP for auditing services to Westchester Community College for fiscal year ending August 31, 2011; and be it further

**RESOLVED**, that the services will be provided during the period September 1, 2011 through December 31, 2011; and be it further

**RESOLVED**, that the County shall pay O'Connor Davies Munns & Dobbins, LLP an amount not to exceed \$57,000 for the first year of the agreement pursuant to an approved budget to be paid in a lump sum upon issuance of audit report; and be it further

**RESOLVED**, that the County shall have the option to renew the agreement for two successive one year periods at a fee to the County of \$59,000 for the second year of the agreement and \$61,000 for the third year of the agreement; and be it further

**RESOLVED**, that the County Executive or his authorized designee is authorized to execute any and all documents and to take such other action necessary to effectuate the purposes hereof.

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
010	34	0130	425		\$57,000

Budget Funding Year(s) 2011/2012 Start Date 9/1/11 End Date 12/31/11  
(must match resolution)

Funding Source Tax Dollars \$15,390

State Aid \$13,110

**\$57,000.00**

(must match resolution)

Federal Aid

Other \$28,500 (Tuition)

## CONTRACT – WCC-AUDIT SERVICES APRIL 13, 2011

BID NO.	NAME, ADDRESS, PHONE, FAX	BID CHECK	AMOUNT OF BID
1	O'Connor Davies Munns & Dobbins, LLP 500 Mamaroneck Avenue Suite 301 Harrison, New York 10528 914-421-5600		\$57,000 YE 2011 \$59,000 YE 2012 \$61,000 YE 2013  Total - \$177,000
2	KPMG, LLP 345 Park Avenue New York, NY 10154 212-872-6448		No Response
3	D'Arcangelo & Co., LLP 120 Lomond Court Utica, New York 13502 315-735-5216		\$112,375 YE 2011 \$115,420 YE 2012 \$118,870 YE 2013 Total - \$346,665
4	Mitchell & Titus, LLP One Battery Park Plaza New York, NY 10004-1461 212-709-4500		No Response
5	UHY, LLP 66 State Street, Suite 200 Albany, New York 12207-2595 518-449-3171		\$101,250 YE 2011 \$104,243 YE 2012 \$107,451 YE 2013 Total - \$312,944
6	Grant Thornton LLP The Chrysler Center 666 Third Avenue New York, NY 10017 212-599-0100		\$85,000 YE 2011 \$87,500 YE 2012 \$91,025 YE 2013  Total - \$263,525
7	Ernst & Young, LLP 99 Wood Avenue Iselin, New Jersey 08830 732-516-4225		No Response