

Town of Windsor

Memorandum

April 9, 2013

TO: The Honorable Mayor and Town Council

FROM: Michael Stallings, Town Manager *MS*

SUBJECT: Audit RFP

As you are aware, we issued a request for proposals (RFP) for auditing services earlier this month. The RFP closed yesterday at 4:00 p.m. We received three (3) proposals.

Mayor Richardson, Robin Hewett, and I met with the three proposers on March 28th. I think that the interviews were productive.

I will let Mayor Richardson provide you with her insight from the interviews.

This item is for Council's discussion.

I recommend that Council select a firm to enter into an agreement with in the very near future.