



Selinsgrove Borough, 1 North High Street, Selinsgrove, PA 17870  
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September 3, 2024

## REQUEST FOR PROPOSALS

The Borough of Selinsgrove and the Selinsgrove Municipal Authority are jointly requesting proposals for auditing services for the next 3 years. One firm will be selected to complete all of the requested services. The independent auditor to be retained shall be a certified public accountant registered in Pennsylvania, a firm of certified public accountants so registered, a competent public accountant or a competent firm of public accountants. Proposals shall include qualifications, experience, expertise and compensation to be charged. Services to include, but are not necessarily limited to:

- Audit the financial statements of the Borough of Selinsgrove for the 3 years ending December 31, 2024, 2025 and 2026.
- Audit the financial statements of the Selinsgrove Municipal Authority for the 3 years ending December 31, 2024, 2025 and 2026.
- Prepare the annual municipal reports, submit reports to Selinsgrove Borough Council, the Court of Common Pleas of Snyder County, the Pennsylvania Department of Community and Economic Development and any other required agency, and respond to any questions resulting from or pertaining to the review, approval and/or acceptance of the report by such agencies.
- Audits are to be conducted in accordance with generally accepted auditing standards and to include tests of the accounting practices of the Borough of Selinsgrove and of the Selinsgrove Municipal Authority.
- Auditor to advise the Borough of Selinsgrove concerning GASB 34 compliance.
- Proposals are to be on a lump sum basis for each year for the Borough of Selinsgrove and for the Selinsgrove Municipal Authority.
- Proposals are also to include the additional cost associated with the completion of an Audit for the Borough of Selinsgrove in the event that compliance with the Single Audit Act is required.
- Proposals are also to include the additional cost associated with the Completion of a Program Audit as may be required.
- Preparation of a recommended draft of the Management's Discussion and Analysis for the Borough and for the Authority, containing all of the appropriate information from the respective Audit Reports and noting the appropriate locations for additional discussion by the Borough Manager.

The Borough will be accepting proposals until September 24, 2024.

Questions should be directed to Sharon Badman, Borough Treasurer.