

SAU #2 (Inter-Lakes & Ashland School Districts)

REQUEST FOR PROPOSALS (RFP)

Financial and Compliance Audit — Contract Term July 1, 2026 through June 30, 2029

1. Overview & Purpose

SAU #2 invites qualified independent certified public accounting firms with school district experience to submit proposals to audit the general-purpose financial statements and related disclosures of SAU #2, Inter-Lakes School District, and Ashland School District.

2. Entities & Context

SAU #2 consists of two public school districts:

- Inter-Lakes School District (Meredith, Center Harbor, Sandwich) – governed by a seven (7) member School Board.
- Ashland School District (Ashland, NH) – governed by a five (5) member School Board.
- Together, these boards form the twelve (12) member SAU #2 Board.

Operating budgets for FY 2026–2027:

- Inter-Lakes School District – \$37,886,750
- Ashland School District – \$5,081,357
- SAU #2 – \$1,536,794

The districts currently maintain a general operating fund, special revenue funds, a food service fund, and student activities accounts. SAU #2 uses Munis, a Tyler Technologies product, for all financial services.

3. Scope of Work

The audit shall be a financial and compliance audit of all district funds and shall be conducted in accordance with generally accepted auditing standards (GAAS) and applicable requirements, and provisions of the Federal Single Audit Act Amendments of 1996 and Uniform Guidance, as applicable.

4. Deliverables

- Audit report on the financial statements and required supplemental schedules.
- Management letter with recommendations on internal control and compliance. A reportable condition is a significant deficiency that could adversely affect the Districts' ability to record, process, summarize, or report financial data.
- All reports required under the Single Audit Act, when applicable.

5. Schedule & Term

- Contract term: July 1, 2026 through June 30, 2029. At the discretion of the SAU #2 Board, the contract may be extended on a year-to-year basis thereafter.

6. Proposal Instructions

- Deadline: 12:00 p.m. on Friday, April 24, 2026.
- Submit by email to: ashley.dolloff@interlakes.org
- Or by mail/hand delivery to: SAU #2, Inter-Lakes and Ashland School Districts, 103 Main Street, Suite 2, Meredith, NH 03253.
- Proposals will be reviewed at the next available SAU #2 Board meeting.

7. Proposal Contents

Proposals should include:

- Qualifications of the firm (including governmental/school district audit experience and key staff).
- Estimated audit timeline.
- Fees (including multi-year pricing and any out-of-pocket expenses).
- Insurance requirements.

8. Evaluation, Award, and Rights Reserved

- Evaluation will consider qualifications, experience, audit approach, responsiveness, and maximum fee.
- The SAU #2 Board anticipates selecting a firm no later than May 19, 2026, with contract execution by June 2, 2026.
- SAU #2 reserves the right to negotiate, request additional information, accept or reject any or all proposals, and award the contract in the best interest of the districts.