Proposal to Provide Auditing Services

Ashe County

Section 2:
Audit Approach & Cost Estimates

Due Date: July 2, 2026 3:00 PM

PRESENTED BY:

Thompson, Price, Scott, Adams & Co., P.A.

ASHE COUNTY
North Carolina

Proposal to Provide Auditing Services
For the Years Ending June 30, 2026 Through 2028

SECTION 2:

Audit Approach & Cost Estimates

SUBMITTED BY:

Thompson, Price, Scott, Adams & Co., P.A.

1626 S. Madison St.
PO Box 398
Whiteville, NC 28472
(910) 642-2109

CONTACT PERSON:
Alan W. Thompson, Partner

DUE DATE: July 2, 2026 3:00 PM

CERTIFIED PUBLIC ACCOUNTANTS
CONSULTANTS AND TAX ADVISORS

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CERTIFIED PUBLIC ACCOUNTANTS
CONSULTANTS AND TAX ADVISORS

Thompson, Price, Scott, Adams & Co, P.A.
P.O. Box 398
1626 S Madison Street
Whiteville, NC 28472
Telephone (910) 642-2109
Fax (910) 642-5958

Alan W. Thompson, CPA
R. Bryon Scott, CPA
Gregory S. Adams, CPA

June 23, 2026

Ashe County, Finance Department
Attn: Sandra Long, Director of Fiscal Operations
150 Government Circle, Suite 2500
Jefferson, NC 28640

Re: Request for Proposal for Auditing Services for: Ashe County

Dear Ms. Long:

Thank you for the opportunity for Thompson, Price, Scott, Adams & Co., P.A., hereinafter called the "Auditor" to submit a bid to perform the financial and compliance audit for Ashe County, hereinafter called the "County."

Alan Thompson, partner, is entitled to represent the Firm, empowered to submit the proposal, and authorized to sign a contract with the County.
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Our fee to perform the County's annual financial and compliance audit is 47,500.00, for the year ending June 30, 2026. Any additional services outside of the RFP will be billed at $150.00 per hour with prior approval from the County. The County reserves the option to renew the audit services contract for two additional years, in increments of one year at the time, under the same terms and conditions as contained in the original contract.

We are very grateful for the opportunity to submit our proposal, and we would be delighted to answer any further questions that you might have in relationship to our proposal.

Respectfully Yours,

Alan Thompson, Partner

Section 2 – Audit Approach & Cost Estimates

1. Type of audit program used (tailor-made, standard government, or standard commercial).

The Auditor will use Practitioners Publishing Company's (PPC) audit programs which enable us to tailor the program to the County. In addition, the Auditor uses CCH's engagement for analytics and as its paperless solution.

2. Use of statistical sampling

The Auditor uses statistical sampling for tests of compliance, tests of internal control, and disbursement testing. The Auditor typically uses a sample size of sixty.

3. Use of automated processes and internal control testing methods.

We use compliance supplements and PPC guidance for testing internal controls. Our use of automated processes is determined by the technological ability of the auditee.

4. Use of computer audit specialists.

The Auditor is not aware of the need for the use of computer audit specialists in the engagement. However, if we determine that a computer audit specialist is needed, we have in house IT available.

5. Organization of audit team and the approximate percentage of time spent on the audit by each member.

The audit team will consist of one partner (another partner from the Wilmington office will be available to assist if needed), the audit manager, and three senior audit personnel. Under normal conditions the engagement partner and/or audit manager would be on site 35-50% of the time, and the remainder of listed staff would be there 100% of the time that it takes to complete necessary procedures. However, we would like to get as much information electronically as possible through our secured portal and organizer and be onsite as little as possible. We know some onsite time will be unavoidable.

Audit Team

Alan Thompson, CPA	Engagement Partner
Brandy Turbeville, CPA	Audit Manager - oversees both financial and compliance audits
Ronnie Creech	Senior Staff - assists in financial audit testing
Hunter Wiseman	Senior Staff - assists in financial audit testing
Sophie Chen, CPA	Compliance Auditor

6. Information that will be contained in the management letter.

The Auditor will issue a management letter to the County after completion of the audit and assist management in implementing recommendations, as is practical. We will also provide an informal letter addressed to the Finance Director with any efficiency, internal control, or accounting improvements that could be made based on the audit staff's observation during fieldwork, if necessary. All information would be discussed with the Finance staff prior to issuance.

7. Assistance expected from the government's staff, if other than outlined in the RFP.

The Auditor expects no assistance outside the RFP.

8. Tentative schedule for completing the audit within the specified deadlines of the RFP.

See Following Page.

Tentative Schedule for Completion of Audit Within the Specified Deadlines of the RFP

Pre-Planning Conference		To be held by July 31, 2026.
Interim Fieldwork August (1week)		To be completed by August 15, 2026. 1. Prepare all confirmation and obtain appropriate personnel signatures. 2. Begin preliminary fieldwork to include: a. Review of internal control procedures. b. Testing internal control procedures. c. Assembling necessary permanent file documents. d. Perform compliance tests of those programs subject to single audit.
Detailed Audit Plan		To be delivered to the County after contract is signed.
Fieldwork Sept.-Oct. (2 weeks)		Year-end fieldwork will begin by September 30, 2026, and be completed by October 31, 2026. Finish all fieldwork, present the client representation letter and attorney legal letter to the County. Agreed upon post-closing balance will be provided November 30, 2026.
Exit Conference & Draft Report		The exit conference will be scheduled with the County at an agreed upon date. The draft report will be supplied to the Finance Office by December 10, 2026.
Final Report		The final audit will be given to the County by December 31, 2026.

This **tentative** schedule is based on receiving timely information from the finance staff to help with performing the audit.

Entrance Conferences, Progress Reporting, and Exit Conferences will be scheduled once the contract is signed and executed.

9. Specify costs for the audit year July 1, 2025, to June 30, 2026. For the two audit years, which follow, list the estimated costs. The cost for the audit year ending June 30, 2026, is binding, while the second and third years are estimated costs. Cost estimates must indicate the basis for the charges and whether the amount is a "not-to-exceed" amount.

A. Audit firm personnel costs – Please provide customary information regarding personnel costs, partners, rates per hour, travel, and all other costs.

A. Personnel Costs – 2026 Audit for Ash County Year Ending June 30, 2026

	Governmental Auditing Standard Rate per Hour	Number of Hours: On-site Interim Work	Number of Hours: Year-end On-site Work	Number of Hours: Work in Auditor's Office	Total
Partners	$ 160.00	30	30	19	$ 12,640.00
Managers	$ 130.00	50	50	65	21,450.00
Senior Staff	$ 110.00	50	50	65	18,150.00
					52,240.00
Less: Discount					(4,740.00)
Total Not-to-Exceed Amount					47,500.00

B. No Travel Cost

C. No Supplies Cost

D. No Other Costs

1) Any increases after the initial year will be based on inflationary pressures. However, any changes in fees would be negotiated with the County.

Estimated Fee 2027 - $47,500.00

Estimated Fee 2028 - $47,500.00

10. Please include the "Summary of Audit Cost Sheet" with your proposal.

See following page.

SUMMARY OF AUDIT COSTS SHEET

1. Base Audit – Ashe County
   a. Includes Personnel costs, travel, and on-site work $ 47,500.00

2. Extra Audit Service
   a. $ 150.00 per hour

   $____________

3. Other: (explain) $____________

   a. ____________________

4. Other: (explain) $____________

   a: ____________________

   ____

TOTAL $ 47,500.00

FIRM: Thompson, Price, Scott, Adams & Co., P.A.	Primary Contact: Alan Thompson
Address: PO Box 398	Telephone: 910-642-2109
1626 S. Madison St.	Fax: 910-642-5958
Whiteville, NC 28472	E-mail: alanthompson@tpsacpas.com
	Date: 6/23/2026

AUDITING FIRM PROPOSAL CERTIFICATION

Proposers Signature____________________ **Date** 6/23/2026

By Signing above, I Certify that I have carefully read and fully understand the information contained in this RFP; and that I have the capability to successfully undertake and complete the responsibilities and obligations of the Proposal being submitted and have the authority to sign Proposal on behalf of my organization.

BY (Printed): Alan Thompson

TITLE: Managing Partner

COMPANY: Thompson, Price, Scott, Adams & Co., P.A.

ADDRESS: PO Box 398, 1626 S. Madison St., Whiteville, NC 28472

TELEPHONE: 910-642-2109

EMAIL: alanthompson@tpsacpas.com