



**MWH GROUP**  
CERTIFIED PUBLIC ACCOUNTANTS  
CONSULTANTS

Thad Chambers, Town Administrator  
Town of Bartonville, Texas  
1941 E. Jeter Road  
Bartonville, TX 76226

Dear Mr. Chambers:

Thank you for the opportunity to respond to your request for proposal to provide audit services for the Town of Bartonville, Texas (Town).

MWH Group, P.C. has been providing auditing, accounting, and consulting services to governments throughout the North Texas area since our Firm's inception in the 1960's. With such a large segment of our practice devoted to governments, we have committed a significant amount of resources, including personnel, training, and financial, to maintain our status as a leader in the industry.

We are committed to providing the services you are requesting in a professional and timely manner. We value the opportunity to retain the Town of Bartonville, Texas as one of our clients. We take great pride in our clients and the services that we provide to them. As a result, we strive to ensure that our clients receive professional, timely, and personal services. If selected as auditors, you can be certain that our team assigned to your Town will have experience and knowledge in serving the government industry. Such an approach allows for an efficient and beneficial audit process.

As a client service organization, we know that our business depends on successful relationships with the clients that we serve. In addition to audit services, we are committed to do the following to continually build our relationship with you.

- Meet periodically with the finance staff or members of the Town Council to share planning ideas, discuss the results of the audit, and receive feedback on the services performed.
- Provide guidance for staff on accounting and tax issues, including updates on pertinent regulatory issues.

We understand that it is necessary for an audit firm to possess certain critical components in order to perform efficient and effective audits. We believe the following areas are key expectations of the audit firm:

- Experience in serving Cities and governmental clients;
- A highly qualified service team;
- Competitive fees; and
- A technical resource and advisor for the Town.

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### *Experience in Serving Cities and Governmental Clients*

We have served as the independent certified public accountants for many cities and local governments. All of this knowledge and experience will directly benefit the Town and provide for the more efficient and effective audit. We will periodically rotate certain staff members engaged to work on the audit to increase the level of professional skepticism our Firm brings to your Town. However, each team member will be trained in the area of governmental audits.

Additionally, we perform audits in accordance with *Government Auditing Standards* for many other local governments and nonprofit entities, including City of Burkburnett, Texas, City of Bowie, Texas, and City of Graham, Texas.

### *A Highly Qualified Service Team*

We have an Accounting & Audit Department, whose primary emphasis is in providing accounting, auditing, and consulting services to our clients, and in particular governmental clients. In this department we have team members specifically dedicated to providing services to our governmental clients. It is from these members that we have selected the team to serve you.

Valerie R. Halverson, CPA, will serve as the engagement shareholder for all services to the Town of Bartonville, Texas. She has over fifteen years of experience in public accounting and performing audits of local governments.

### *Competitive Fees*

We understand that local governments are faced with budget constraints, and we know that it is important to Town management to pay a fair price for audit services. We believe that our fees for the services to be provided will be reasonable and competitive with other major accounting firms for similar quality services. We estimate that our fees will range between \$14,500 - \$18,500 for the audit, plus any necessary travel costs.

### *A Technical Resource and Advisor for the Town*

We are available any time throughout the year to provide assistance to our clients, whether it be simply answering questions, providing assistance with accounting or bookkeeping matters, or assisting with more complex projects. Our goal is to provide personalized, one-on-one services to assist our clients in any way we can.

We are large enough to draw upon specialized resources as the need arises. Our reference materials contain complete, up-to-date information, regarding the most current accounting and auditing requirements, trends, and practices effecting the governmental environment. In addition to our technical library, the Firm maintains voluntary membership in the AICPA Government Audit Quality Center, the Government Finance Officers Association, the AICPA Center For Audit Quality, and the AICPA Private Company Practice Section as additional sources of current information.

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With respect to our proposal and other matters related to this engagement, the following people are authorized to make representations on behalf of our Firm and will be responsible for conducting the Town's audit:

**Valerie R. Halverson, CPA, Shareholder**  
**Rodney D. Case, CPA, MAFF, Shareholder**

Both may be contacted by phone at (940) 723-1471 or by mail at P. O. Box 97000, Wichita Falls, Texas 76307-7000. The fax number is (940) 723-2251, and their e-mail addresses are [vhalverson@mwhpc.com](mailto:vhalverson@mwhpc.com) and [rcase@mwhpc.com](mailto:rcase@mwhpc.com).

We appreciate this opportunity to present our qualifications, capabilities, and the approach we will take to serve your needs. We believe the quality and experience of the personnel involved, our approach, and the organization of our efforts are all of vital importance in providing you with outstanding professional services.

This proposal is a firm and irrevocable offer for one year and will be held open for acceptance for 90 days. We will be happy to discuss any questions you may have regarding our proposal, or any other matters related to this engagement.

Very truly yours,



MWH GROUP, P.C.

Wichita Falls, Texas  
November 1, 2023