

Proposal for
The State of Vermont Agency of Human Services
Medicaid Disproportionate Share Hospital Payments
FFY 2005, 2006 and 2007

Submitted by:
Wisehart, Wimette & Associates, PLC
10 Morse Drive
Essex Junction, VT 05452
Phone: 802-879-1055

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Todd A. Wimette, MBA, CPA Biography	Attachment A
Kirk P. Wisehart, CPA Biography	Attachment B

April 27, 2011

Ursula Boehringer
AHS Audit Chief
103 South Main Street
Waterbury, VT 05671-0202

Dear Ursula,

Thank you for the opportunity to present our credentials and submit our proposal for services to the State of Vermont Agency of Human Services ("AHS"). We assure you that we can meet your needs in a cost-effective and productive fashion.

Identifying information about our organization and any sub-contractors:

Wisehart, Wimette & Associates, PLC is a full service public accounting firm located in Essex Junction, Vermont. We currently perform attestation services, such as audit, review and compilations, for non-profits and privately owned corporations in various industries. In addition, we also provide tax services, accounting services and consulting services, such as assisting in general CFO and controllership functions.

The principal officers ("Partners") of our firm and project/program leaders which would be assigned to the engagement are as follows:

- Kirk P. Wisehart, CPA - Partner
- Todd A. Wimette, MBA, CPA - Partner

Our firm would not be using any sub-contractors on the respective engagement.

Our firm and Partners are properly licensed and in good standing with the Vermont Board of Public Accountancy.

Qualifications and other information:

Kirk and I have been providing audit, accounting and tax services for approximately 20 years each to various entities and agencies throughout Vermont and New Hampshire. The following details some of the industries/sectors we have provided services for:

- Hospitals
- Nursing home facilities
- Community mental health facilities
- Assisted living facilities
- Pharmacies
- Agencies providing training and employment services

- Transitional housing agencies
- Area agencies on the aging
- Regional planning commissions

Services provided include audits of financial statements, performance of single audits in accordance with governmental auditing standards and program specific compliance supplements, execution of agreed-upon-procedure engagements, preparation of financial statements and other required reports, reviews of internal control systems, and various consulting projects.

As noted above, our experience encompasses several entities in health care. The following details specific health care experience of the individuals assigned to the engagement (identified above):

- Audit services for one of the state's largest primary care hospitals
- Audit services for several Vermont assisted living/nursing home facilities
- Preparation of Medicaid and Medicare cost reports for several Vermont nursing home facilities
- Audit services for several community mental health centers
- Participating in the completion of the State of Vermont's single audit for the AHS Medicaid program.

As further evidence of our commitment to provide quality services, I have attached resumes for the Firm's Partners (*Attachment A and B*) and the following details some recent continuing professional education courses taken by the individuals to be assigned to the engagement.

- Step by step guide to compliance auditing
- Guide to fraud and abuse in government and non-profits
- Guide to Single Audits – Compliance auditing, subrecipient considerations, and program specific audits
- Guide to Single Audits – Concluding the single audit and reporting under the single audit
- Guide to HUD Audits - Multifamily housing, compliance audits, and low income housing tax credit projects
- Guide to HUD Audits – Auditing compliance with laws and regulations
- FASB's accounting standards codification
- Guide to understanding and testing internal controls
- Annual FASB and AICPA update

Timeline for completion:

We would expect to complete the FFY 2005, 2006, and 2007 engagement by June 30, 2010. The completion date is based on a start date no later than June 1 and our understanding that AHS has obtained the required information and has prepared the required reports for each year as of the date of this proposal.

Cost proposal:

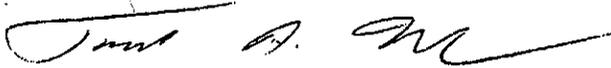
Our proposed fee for the FFY 2005, 2006, and 2007 engagement is \$45,000. The fee is based on information being available, anticipated cooperation from your personnel, and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Our invoices for these services will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full.

Conclusion:

We hope that you find this proposal acceptable. Please do not hesitate to contact me should you wish to discuss this proposal or require additional information for your selection process. Thank you again for the opportunity to offer our services to AHS. I look forward to hearing of your decision.

Sincerely,



Todd A. Wimette, MBA, CPA

Phone: 802-879-1055

E-mail: todd@wwa-cpa.com

Todd A. Wimette, MBA, CPA

- **Member - Wishart, Wimette & Associates, PLC**, a Certified Public Accounting firm located in Essex Junction, Vermont.

- **Areas of experience:**
 - **Certified Public Accountant**
 - **Financial auditing and accounting** – Supervise, review and perform audits of the financial statements and financial accounting records for numerous large and small not-for-profit organizations and businesses in various industries.
 - **HUD project audits and cost certifications** – Perform audits of HUD projects in accordance with generally accepted government auditing standards and the HUD audit guide, and execution of HUD cost certification in accordance with the HUD Audit Guide.
 - **Medicare and Medicaid cost reports** – Preparation and review of cost reports.
 - **Employee benefit plan auditing** – Supervise, review and perform audits of employee benefit plans, specifically 401(k) and health and welfare benefit plans.
 - **Single audits** – Supervise, review and perform single audits of federal funds expended in accordance with OMB Circular A-133.
 - **Internal control evaluations** – Documentation and testing of internal controls, focusing on identification of control weaknesses and providing recommendations for improving the effectiveness of the internal control system.
 - **Sarbanes-Oxley compliance** – Assisted in the design, execution, and on-going monitoring of Sarbanes-Oxley compliance project for a publicly traded software company.
 - **Income taxes** – Tax planning and preparation for individuals, businesses and not-for-profit entities.
 - **IT Systems** – Performance of IT system evaluations.

- **Professional associations and civic organizations:**
 - **Vermont Society of Certified Public Accountants**
 - **American Institute of Certified Public Accountants**
 - **Coach of local youth sports teams**

- **Education and training:**
 - **Clarkson University, Potsdam, NY** – Masters of business Administration – Accounting
 - **Castleton State College, Castleton, VT** – Bachelors of Science in Business Administration – Accounting
 - **Continuing professional education** – Minimum of 40 hours per year

Kirk P. Wischart, CPA

- **Member - Wischart, Wimette & Associates, PLC**, a Certified Public Accounting firm located in Essex Junction, Vermont.

- **Areas of experience:**
 - **Certified Public Accountant**
 - **Financial auditing and accounting** – Supervise, review, and perform audits of the financial statements and financial accounting records for numerous large and small privately held businesses in various industries and non-profit organizations.
 - **Single audits** – Supervise, review, and perform single audits of federal funds expended in accordance with OMB circular A-133.
 - **HUD project audits** – Perform audits of HUD projects in accordance with generally accepted government auditing standards and the HUD audit guide.
 - **Internal control evaluations** – Documentation and testing of internal controls, focusing on identification of control weaknesses and providing recommendations for improving the effectiveness of the internal control system.
 - **Income taxes** – Tax planning and compliance for individuals and businesses, including planning for liquidations, incorporations, consolidations, mergers and acquisitions, sales, etc.
 - **CFO/Controller Services** – Provide financial management services to various entities including but not limited to financial budgeting, administrative infrastructure review and management, and financing project management.

- **Professional associations and civic organizations:**
 - **Vermont Society of Certified Public Accountants**
 - **American Institute of Certified Public Accountants**
 - **Past Treasurer, Finance Committee member and BOD for Run Vermont, Inc.**
 - **Graduate, Leadership Champlain**

- **Education and training:**
 - **Champlain College, Burlington VT**, Bachelors of Science in Business Administration – Accounting
 - **Champlain College, Burlington VT** – Associates of Science in Business Administration – Business Management
 - **Continuing Education** – Minimum of 40 hours per year