



STATE OF DELAWARE  
OFFICE OF AUDITOR OF ACCOUNTS

KATHLEEN K. MCGUINNESS, CFE, RPh  
STATE AUDITOR

July 17, 2020

CliftonLarsonAllen, LLP  
1966 Greenspring Drive, Suite 300  
Timonium, MD 21093

Dear Mr. Early,

I am pleased to inform you that CliftonLarsonAllen, LLP has been awarded Contract Number 20-CPA005-DHIN for Financial Audits of Delaware Health Information Network Audit of State Funds, contingent upon receipt of satisfactory insurance certificate.

Before we can proceed with the contraction process, please provide certification of liability insurance demonstrating the firm's coverage as detailed in the RFP to the Liaison. The certification must include a description of the types of coverage (i.e. General liability, professional liability) covered by any umbrella insurance also carried by the firm.

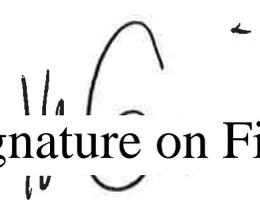
Once we have received a satisfactory insurance certification, the Liaison will forward you an electronic copy of the contract for your review. If the contract terms are acceptable, please sign and return the contract to the Liaison's attention. The contract MUST have the signature of a representative who has the legal capability to enter your organization into a formal contract with the State of Delaware, Office of Auditor of Accounts. A copy of the fully executed contract will be returned for your records.

If the contract terms are not acceptable, please send your suggested revision via email to the Liaison.

If you have questions regarding the proposal and decision process, please feel free to contact me at [Kathleen.McGuinness@delaware.gov](mailto:Kathleen.McGuinness@delaware.gov) or 302-739-5055.

We look forward to working with you.

Sincerely,

  
Signature on File

Kathy McGuinness, RPh, CFE  
Delaware State Auditor