

# DUTCHESS COMMUNITY COLLEGE

June 1, 2010

James Coughlan  
Comptroller  
Dutchess County  
22 Market Street  
Poughkeepsie, NY 12601

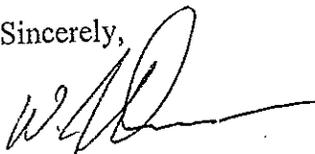
Dear Mr. Coughlan:

In am writing in response to the draft audit findings for the Dutchess Community College South Renovations Capital Project.

- The College acknowledges that the claim was not processed in the timeliest manner and future claims will be submitted on time.
- The initial claim submitted for \$350,000 included an invoice for a purchase order that was split and therefore, \$5,253.98 for library materials was inadvertently included. We agree the claims will be reviewed prior to submission.
- All receiving copies of Purchase Orders will be dated from now on.
- The capital chargeback account normally receives approximately \$350,000 in revenue per year.

We appreciate your patience in this audit process. Thank you for your help and assistance.

Sincerely,



W. John Dunn  
Vice President and Dean of Administration