
ADDENDUM #1
Issued January 21, 2022
RFP #20-22
Professional Municipal Auditing Services

This Addendum forms part of the Contract Documents and modifies the original RFP specifications.

GENERAL CLARIFICATIONS

1. Are there any specific improvements the City would like to see in the audit process?
Answer: No

2. Has your current audit firm ever included an Information Technology (IT) specialist on their audit team to perform inquiries and tests specific to your IT networks, servers and accounting information software programs?
Answer: There is currently no IT specialist on the audit team to perform inquires and tests specific to IT networks, servers and accounting information software programs. However, tests are performed by the current auditors on access/controls of the financial software to ensure that users are limited to what they need specifically to perform their jobs and blocked on functionality they could compromise internal controls.

3. The RFP states that Melanson will continue assisting the City with the preparation of the basic financial statements, supplementary information, compliance reports and the City's GFOA Award winning ACFR for the fiscal year end June 30, 2022. Other than the "Auditors' Opinion", are there any portions of the City's ACFR that will be prepared by the audit firm?
Answer: No

4. What are the City's preferences as it relates to the audit firm performing work on-site at City Hall and/or remote-virtual?
Answer: The city would prefer that field work and testing be performed on site.

5. Can you briefly describe the City's progress with implementing GASB Statement No. 87?
Answer: The City is currently at the early stages of the implementation of GASB Statement No. 87 which will be implemented for the June 30, 2021 financial statements.

6. We respectfully request a listing of the City's audit fees for (a) Fiscal Year 2021 and (b) Fiscal Year 2020. If possible, please provide a breakdown of the audit fees between the audit of the financial statements and the "Single Audit".
Answer: The total cost for FY20 audit was 68,750, the contract amount for FY21 audit is \$66,500. Both fiscal years included the preparation of the non-attest services, ACFR, and single audit.

End of Addendum
