

**RFP for Audit Services
Proposal Request No. 18-0008**

Answers to Questions Asked as of 1/18/18

1. Why is the City requesting a proposal? (i.e. rotation cycle, fresh perspective desired, city council request, cost)

Answer: The Audit Committee voted to issue a Request for Proposals (RFP) since it has been many years since the City has issued an RFP.

2. In an effort to understand the level of effort exerted by the current auditing firm, please provide (a) hours billed (b) prior year fees and (c) schedule of auditors on-site visits? For example, 5 people 2 weeks in December and 4 people 2 weeks in January.

Answer: During the 2016 audit, it was four individuals for two weeks in January. For the 2017 audit, there were three individuals onsite for a week in December, and proposed 3-4 individuals in late January for two weeks. The prior year fees were \$59,000 and it was a fixed fee.

3. Are there any new services requested in this RFP that were not included in the prior year audit fee?
Answer: No new services noted although the number of federal programs tested can vary from year to year based on funding received.

4. Are you satisfied with the current auditors (a) timeliness (b) pro-activeness on communications (c) involvement outside of the audit process and (d) value they provide to your organization?

Answer: Our reason for requesting this RFP does not relate to the satisfaction with our current auditors.

5. Are there any improvements you would like to see in the audit process?

Answer: Consistency of staff if possible. We understand in an industry such as this that turnover is higher, however, if there is an effort to be made to keep at least a portion of the same audit team from year-to-year.

6. What is the tenure of the current auditor?

Answer: The current company has been our auditor for over 15 years.

7. Are there any significant changes in operations in the current year vs. the prior year including changes in policies and procedures, personnel, or the reporting entity?

Answer: No significant changes noted in any of these items.

8. The RFP indicates time is of the essence in completing the audit so the CAFR can be released to the Mayor and City Council by March 31st. The 2016 audit report is dated May 30 and in the subsequent two years the report is dated in June. What has caused the delay between expected issuance and actual issuance?

Answer: There are times that delays occur waiting for information from our component units as well as changes in accounting standards and GASB statements, which have required extra time to present and account for accurately.

9. Is the audit firm responsible for compiling, printing and binding the City CAFR?

Answer: The City is responsible for this process.