

# REQUEST FOR STATEMENT OF QUALIFICATIONS – ADDENDUM 1

## For Contract City Auditing Services

The Request for Statement of Qualifications (RSOQ) is clarified as set forth in this Addendum in response to questions received from prospective responders. The original RSOQ Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RSOQ. Respondents shall take this Addendum into consideration when preparing and submitting its Statement.

1. Are there any significant operational changes from the prior year?

The City had no significant operational changes from the prior year.

2. Did the City create any new funds during the current fiscal year?

The City did not create any new funds during the current fiscal year.

3. Did the City issue any new debt during the current fiscal year?

No, the City did not issue any new debt during the current fiscal year.

4. Will the City expend more than \$750k in federal money during the current fiscal year?

The City does not anticipate expending more than \$750k in federal money during the current fiscal year.

5. Have there been any changes in finance department personnel in the current fiscal year?

There have not been any changes in finance department personnel in the current fiscal year.

6. Please list the key staff members in finance and their years of experience with the City.

Merry Mayhew – Director of Finance – 1 year, Lisa Whiteside – Finance Manager – 30 years, Ashton Gose – Management Analyst – 3 years, Sarah Chavarin – Accounting Technician – 3 years

7. Do you expect any retirements of key personnel in finance during the next 12 months?

The City does expect a retirement of key personnel in finance during the next 12 months.

8. Have there been any changes in other senior management positions at the City in the current fiscal year?

The City did not have changes to senior management positions in the current fiscal year.

9. When are the books closed and ready for audit?

The books are closed on approximately August 31<sup>st</sup>.

10. How many audit adjustments were proposed by the auditors for the 2019 fiscal year?

Ten audit adjustments were proposed by the auditors for the 2019 fiscal year.

a. In general, what were these audit adjustments related to?

Accrue invoice not accrued properly, GASB 68 current year adjustments in Sewer and Water funds, Transfer and capitalize capital outlay to CIP for project in progress, book current year depreciation, beginning balance entry for fixed asset entry not posted in prior fiscal year, and recognize principal payment on a full accrual fund.

11. How many adjustments, if any, did the City provide to the auditors after the start of fieldwork?

The City provided less than 5 adjustments to the auditors after the start of fieldwork.

a. In general, what were these City proposed adjustments related to?

The City proposed adjustments were related to accruals.

12. How many auditors were assigned to the City's audit last year and how many days did they spend onsite at the City?

Two auditors were assigned to the City's audit last year, who stayed 8 days onsite at the City.

13. Did you have any disagreements about accounting or auditing matters with the prior auditors?

The City did not have any disagreements about accounting or auditing matter with the prior auditors.

14. If this information is publicly available, what were the total prior year audit fees?

The City spent \$38,000.00 in prior year audit fees.