

## REQUEST FOR STATEMENT OF QUALIFICATIONS – ADDENDUM 3

### 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. What is the reason you are considering changing the auditor?

The City has used the same Auditing Firm for the last 10 years.

2. Will your prior auditors be invited to bid?

Yes.

3. How many staff did the audit team consist of in the past and when did the auditors come on site?

There have been 2-3 staff on the audit team in the past. Auditors are typically onsite pre-audit and during the audit.

4. Is the scope of service requested the same as last year?

Yes.

5. Have there been any changed in your accounting system or software since last year?

No.

6. Do you expect to have any retirement or replacement of key employees?

Yes.

7. How many weeks did your prior auditors encounter for your last audit? How many weeks/hours were spent by the prior auditors in the field?

Four days were spent onsite pre-audit, and four days were spent onsite during the audit. The City does not know how many hours were spent on the audit off site.

8. When did the on-site fieldwork take place?

August and October.

9. What were the prior year audit fees, and can you please breakdown by components? What is the current year budget for auditing services?

The City spent \$38,000.00 in prior year audit fees. The current year budget for auditing services is \$38,000.00.

10. When will a closed trial balance be available for the audit with all closing entries recorded?

By September 1<sup>st</sup>.

11. Is there anything specific that you are looking for with the successor auditors?

Not applicable.

12. What are the things you liked and didn't like in the audit process followed by your current auditors?

Not applicable.

13. How many adjusting entries you had last year?

Ten audit adjustments were proposed by the auditors for FY 2018-2019.

14. Do you expect to have a single audit this year?

Not anticipated.

15. How many major programs you had last year?

General Fund, Public Facilities Capital Projects Fund, RDA Successor Agency Fund, Sewer, Water, Home Loan and Refuse.

16. How much were the total federal expenditures last year?

≈ \$600,000

## **2017-2018 Audit Report**