

# LOS RIOS COMMUNITY COLLEGE DISTRICT

1919 Spanos Court, Sacramento, CA 95825  
Phone (916) 568-3071 FAX (916) 568-3145  
Purchasing Department



Sacramento City College American River College Cosumnes River College Folsom Lake College

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## ADDENDUM NO. 1

ISSUE DATE: February 13, 2017

### DISTRICT WIDE AUDITING SERVICES

LRCCD RFP#: 16022

Issued By:

LOS RIOS COMMUNITY COLLEGE DISTRICT  
1919 Spanos Court, Sacramento, CA 95825  
Phone (916) 568-3071 Fax (916) 568-3145

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This addendum forms a part to the Contract Documents. The addendum items supersede and supplement all portions of the bidding documents with which it conflicts. All workmanship, materials, appliances and equipment which may be included in the following addendum shall be of the same relative quality as described for similar work set forth in the general or main specifications of which these addendum items shall be considered a part.

This Addendum is considered part of the proposal documents and must be acknowledged in the space provided on the attached additional proposal page when submitting the proposal.

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This Addendum consists of four pages; questions and answers and add page 27 to proposal documents.

Questions & Answers:

1. Can you please provide the audit report and the single audit report for Filing Year 2016?

**Answer:** Here is the web link:

<http://www.losrios.edu/downloads/FinalAuditReport2016.pdf>

2. Please provide audit fees for 2016?

**Answer:** The lump sum for 2016 is \$138,000.

3. How long have the current auditors typically been on site for interim and final fieldworks?  
**Answer:** Two weeks in June for compliance testing, 2 weeks in September for substantive testing and one week for auditing Foundation.
4. Are you sharing past audit fees with interested firms (District and Foundation)? Has the District been billed for anything outside of the normal scope of the audit?  
**Answer:** Yes see question 2, and billed for items in the RFP
5. Would you change anything in the audit process that in your opinion isn't working right now?  
**Answer:** No.
6. Will the District or external auditors prepare the financial statements?  
**Answer:** The District prepares the trial balance, the MDA, and the Basic Financial Statements, except for the notes to the financial statements, which are prepared the by the auditor. Auditor prepares the Required Supplementary schedules. The District prepares the Supplementary Information schedules, except notes to schedules. The District prepares schedules found in the Additional Information Section of the audit report.
7. Will the Foundation or the external audit prepare the financial statements?  
**Answer:** The District prepares the trial balance. The District prepares the Financial Statements, except for the notes to the financial statements, which are prepared the by the auditor. Auditor prepares the Supplementary schedules.
8. The report on internal controls does not disclose any material weaknesses or significant deficiencies. Were there any other issued management letters issued?  
**Answer:** No issues included in the management letter.
9. Any significant changes in type of or new federal awards?  
**Answer:** No
10. How many and what kinds of adjusting entries have the past auditors proposed, if any?  
**Answer:** Very rare, have had a Foundation entry suggested
11. What are the reasons for the District's RFP for auditing services (required rotation, checking prices, state requirement to be done, etc.)?  
**Answer:** Required rotation
12. Any planned or significant changes in key personnel (finance, financial aid, etc.)?  
**Answer:** Not in the upcoming fiscal year
13. With the District having multiple location, is all of the accounting in one location, or multiple locations?  
**Answer:** multiple

14. Similar to question above, for financial aid records, one central location, or multiple locations?

**Answer:** multiple

15. Does the District have any restrictions against a joint proposal between 2 CPA firms?

**Answer:** Not legally, however, our preference is to work with one firm for all audits.

ACKNOWLEDGEMENT OF ALL ISSUED ADDENDA

The Proposer Agrees that each addendum received and acknowledged herein shall become a part of and included in this Request for Proposal includes the following addenda (separately list each addendum received):

Addenda No. \_\_\_\_\_ Date: \_\_\_\_\_ Addenda No. \_\_\_\_\_ Date: \_\_\_\_\_

Addenda No. \_\_\_\_\_ Date: \_\_\_\_\_ Addenda No. \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Firm Name: \_\_\_\_\_

END OF SECTION