

**ECUA RFP NO. 2018-03**

**Auditing Services**

**(January 26, 2018)**

**ADDENDUM NO. 2**

This addendum forms a part of the RFP Documents and clarifies the original RFP Document, dated January 11, 2018, as noted below. This addendum consists of two (2) pages.

1. Question Received: Does the Authority typically have or does the Authority foresee the need for services from its CPA firm beyond the audit?

Response: As stated in the RFP Section B, Scope of Work, certain letters or reports may be required on debt issuance deals.

2. Question Received: What accounting system does the Authority currently use and has that system been in place during the entire fiscal year to be audited?

Response: Currently, the Authority utilizes SunGard Financials. Yes, it will be in place for the entirety of Fiscal Year 2018.

3. Question Received: Please describe the structure of the Authority's accounting department? Are any of the accounting department personnel CPAs?

Response: See the Authority's Fiscal Year 2018 operating budget document available on our website at [www.ecua.fl.gov](http://www.ecua.fl.gov) under the *News and Reports* tab: specifically, page 48 shows an organizational chart for Finance. Finance has two (2) Certified Public Accountants on staff.

4. Question Received: Will the authority prepare financial statements or will the Authority need assistance from the CPA firm to prepare the financial statements?

Response: Refer to RFP Section B, Scope of Work, fourth paragraph.

5. Question Received: What were the prior year audit fees? Do those fees include any billings for out-of-scope services?

Response: Please refer to addendum #1. Fees listed did not include out-of-scope services.

6. Question Received: How many journal entries were proposed by the previous auditors? Please provide a list of the proposed entries.

Response: Fiscal Year 2017 audit: Various Financial Statement presentation only entries were made for Fiscal Year 2017.

7. Question Received: Please describe the circumstances that led the Authority to go out on proposal?

Response: See previous addendum.

8. Question Received: Has the prior auditor been invited to bid?

Response: Yes.

9. Question Received: When was your last change in auditors? Does the Authority have a policy concerning auditor rotation?

Response: The authority has not changed auditors for over 10 years.

10. Question Received: What aspects of your operations, if any, impact the timing of the audit?

Response: Fiscal year end closing.

11. Question Received: What specific recurring aspects of the audit prove to be a challenge each year?

Response: No specifics.

12. Question Received: What changes have occurred during the year to be audited that may have an impact on the audit scope?

Response: No changes.

13. Question Received: Please provide a copy of the 9/30/16 audit report and financial statements.

Response: Comprehensive Annual Financial Report available online.

14. Question Received: Please provide the bid authorization forms to be submitted.

Response: None provided for this type response, with the exception of the forms requiring signature included in the bid package.