

FAQ – RFP for Audit Services 2014-15

The following questions and answers are in response to the specific questions asked concerning the current RFP for Audit Services.

1. Will your prior auditors be invited to bid? **Yes**
2. How many staff did the audit team consist of in the past? **Four members from the prior audit firm were in our office during interim and final.**
3. Is the scope of the service requested the same as last year? **Yes**
4. Do you expect to have any retirement or replacement of key employees? **The Finance Director left in August 2014 to work for another City. Currently an interim-Finance Director is in place and the position is expected to be filled by January 31, 2015.**
5. 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? **Two weeks at both Interim (March) and Final (End of September beginning of October) for the audit. One and one half weeks for Single Audit and Special Reports (November). We do not monitor the specific hours worked by the auditors. Please note the City of Alameda, works Monday – Thursday 8 am to 6 p.m. and is closed on Friday.**
6. What were the prior year and previous year audit fees and can you please breakdown by components?

	13-14	12-13
Basic Financial Statements, CAFR Assistance and Memorandum on Internal Controls	\$ 122,065	\$118,165
Single Audit Act	10,640	10,300
Review of City's Appropriations Limit	930	900
Financial Statements for the:		
Police and Fire Retirement Plans 1079 and 1082	6,275	6,075
Measure B	3,795	3,675

Prop 1B	1,745	1,690
ARRA Fund	13,700	13,260
Camera ready PDF CAFR	1,035	1,000
Discount for camera ready PDF CAFR	(1,035)	(1,000)
Successor Agency Disclosures	7,230	7,000
TDA	2,870	2,781
VFR	2,065	2,000
Implementation of GASB #62, 63 & 65		2,000
Implementation of GASB #60, if applicable		1,000
Total	\$ 171,315	\$ 168,846

7. Is there anything specific you are looking for with the successor auditors? **Maze & Associates has provided our audit services since 1991.**
8. How many adjusting entries you had last year? **10 audit adjustments, 14 re-class adjustments for CAFR presentation.**
9. Can we obtain copies of the City's other reports? **All reports are published to the City's web site under the Finance Department.** Please see City's web site <http://alamedaca.gov/finance/2012-13-annual-financial-statements>
10. Do you expect to have a single audit this year? **Yes**
11. Number of major programs on recent Single Audit? Do you anticipate the same general level of federal funding in the next year or during the next few years? **Current Single Audit not complete, but is similar in scope to FY 12-13 which can be seen on the City's web site <http://alamedaca.gov/finance/2012-13-annual-financial-statements>**
12. How much were the total federal expenditures last year? The current Single Audit in not complete, but it is similar to FY 12-13, which is on our web site.
13. Are there any significant third party service providers (e.g. claim third party administrator, billing services). **Yes, Risk uses a third party administrator for workers compensation (York Risk Services) and general liability (George Hills Company). The Fire department uses a third party for medical emergency response billing.**

14. Is the City planning to issue any new debt? **The Successor Agency will probably refinance three debt issuances between December 2014 and March 2015.**
15. Any significant events in current year? **The City's Finance Director left in August to work for another City.**
16. What is the reason that the City is considering changing the auditor? **Maze & Associates has provided our audit services since 1991.**
17. Have there been any changes in your accounting system or software since last year? **The City moved from SunGard Pentamation server based software version 4.3 to the SunGard Pentamation Cloud based server version 5.0.**