

Request for Proposal FY10-0408 External Auditing and Consulting

Addendum No.:   2   (herein referred to as "Addendum")

This Addendum revises the above-described procurement, and is hereby incorporated and made a part of the above-described procurement as if the Addendum had been included in the original procurement documents. Addendum posted on website at [www.orangeburgcounty.org](http://www.orangeburgcounty.org) – Purchasing/Bids - Solicitations

The Addendum is as follows: Questions/Responses Posted March 28, 2011

Question 1. Please provide a copy of the 2010 financial statement for County, component units, management letters, Yellow Book and Single Audit reports.

Response 1. Unfortunately, we have not received the 2010 Financial statement for the County yet. All of the requested information should be available via internet by month end. Please visit the County's website at [www.orangeburgcounty.org](http://www.orangeburgcounty.org)

Question 2. Any new funds anticipated during the audit term?

Response 2 Only grant awards

Question 3. On page 8 of the RFP, reference to assistance with GASB 45. However, 2009 f/s shows GASB 45 has already been implemented. Are there any specific concerns or issues regarding OPEB we should consider?

Response 3. No concerns; we do not fund our OPEB.

Question 4. Was the audit delivered timely? If not, why not?

Response 4 No; unresolved issues (decisions that effect the audit - taking too long for resolution)

Question 5. When will the trial balance be ready?

Response 5. September 1; however, a preliminary can be prepared on demand.

Question 6 How many Journal Entries are made by the auditor each year? What is the nature of the journal entries?

Response 6. It ranges from 35-50; adjusting tax receivables, reclass of bank accounts, unrealized gains on invest to market, adjustments to agency funds, corrections of liabilities, correct receivables, allocate expenses between grants and general fund, deferred revenue adjustment, adjust for payroll, etc.

Question 7. How many journal entries are made by the County once the trial balance has been submitted to the auditor? What is the nature of the journal entries?

Response 7. About a dozen; nature of entries: to book receivables, close out liabilities, correct a/p errors, book grant receivables.

Question 8. What was the prior year audit fee?

Response 8. \$61,350

Question 9. Did the prior audit have any additional billings? If yes, why and how much?

Response 9. Yes; \$23,305; capital assets not in asset system; trial balance issues (merging County's activity with Library's stand alone system); budget vs actual variances with Library and County personnel; LEC: Calhoun's and Orangeburg's appropriations - budget underfunded; meetings; grant documents not in agreement with general ledger; A/R's not posted; OPEB; numerous assets meeting capitalization criteria not on County's system; depreciation calculation errors.

Questions 10. How long were the auditors "on site" at the county and how large was their audit team?

Response 10. 2 to 3 months; 3 to 4 members

Question 11. Will you require separately issued audit reports for the component units?

Response 11. Yes

Question 12. Were there separate fees for the component unit audits/financial statements?

Response 12. No; all inclusive fee

Question 13. What is the type (brand and provider) of software used in the Finance and tax functions of the County?

Response 13. SunGard (windows based and/or AS400)

Question 14 Regarding the Finance department personnel – how many employees, how long have then been there, experience, credentials (CPAs), structure of the department.

Response 14. 7 employees; 3-11 years; two have Bachelor's Degrees; a couple with Associate's Degrees; one CGFO; no CPA's; Finance Director, Accounting Manager, Senior Accountant, Payroll Clerk, and 2 Accounts Payable Clerks.

Question 15. Are any employees expected to retire in the Finance department or the tax offices during the audit term?

Response 15. No known retirements