

CITY OF MONTROSE



Addendum #1 RFP #21-010
Annual Audit Services

1. Why are you contemplating a change in auditor?
The City has not gone out to bid for audit services for several years and then with the pandemic our current auditor decided not to renew their contract.
2. Do you have any concerns or issues with your current provider?
Communication and follow-up after the auditor has been on site has been our biggest concern in the past few years.
3. To verify, your staff will be responsible for the preparation of the financial statements and footnotes?
From the City’s past experience it works out better for the auditor to prepare the financial statements and for City staff to assist with the footnotes.
4. When do you typically schedule audit field work?
In the past, an interim audit has been scheduled in January and then a follow-up on site visit in April.
5. What do you typically budget for the audit and single audit work?
A single audit is not needed every year and we budget between \$30,000 and \$32,000 for the audit.
6. I can’t seem to find a copy of the December 31, 2019 audited financial statements on the City website.
The 2019 Audit has been delayed due to the pandemic and communication with the current auditor. Our current auditor assured me earlier this week that a draft would be ready by the end of this week.
7. Did the City receive CARES Act funding in 2020?
Yes, the City received just over \$1 million from the CARES Act.
8. In recent years, has the auditor reported any significant deficiencies or material weaknesses in internal controls, as part of their required communications?
No, there have not been any communication concerning material weakness or internal controls.

Acknowledgement in Receipt of Addendum

FIRM NAME: _____ Date: _____

BY:(Printed) _____

BY:(Signature) _____ TITLE: _____

Note: A signed acknowledgement in receipt of this addendum **MUST** be included with your proposal.