

**RFP for Audit Services  
Proposal Request No. 18-0008**

**Answers to Questions Asked as of 1/30/18**

As discussed this morning, we have a few additional questions relating to the audit proposal, which are included below:

1. The RFP indicates fieldwork should begin in January. When are final trial balances and related work papers ready for the auditors?

Answer: Majority of work papers and a preliminary trial balances are provided the Friday prior to fieldwork. We do book some entries after this time, in which those entries are given to the auditor. These include property and sales tax receivables and GASB 68 calculations.

2. When is the draft financial statements ready for the auditor's review?

Answer: Typically the end of February.

3. The RFP indicates City staff will assist with locating records and preparing audit schedules. Does the City staff pull the sample selections provided by the auditors during fieldwork?

Answer: Yes.

4. Who is on the evaluation team for the RFP?

Answer: This information is not given out to proposers to prevent contact with the evaluation team.

5. It appears that Brady Martz did the audit of the Housing and Redevelopment Commission financial statements as of 9/30/16 (which is referenced in the CAFR). Is the Housing and Redevelopment Commission audit separate from this RFP?

Answer: Yes.

6. It appears that Eide Bailly did the audit of Metro Communications Agency of 12/31/16. Is the audit of Metro Communications Agency separate from this RFP? If not separate, who performs the bookkeeping for this entity?

Answer: Yes.

7. Do the City Employee's Retirement System (CERS) and the City's Firefighters' Pension Fund (CPFP) have stand-alone audits, or are they audited as part of the City's CAFR audit?

Answer: Audited as part of the City CAFR.

8. For CERS and CPFP, does the City use third parties for administrative duties of the plans, or does the City perform this in house (i.e. contribution tracking, benefit payments)?

Answer: The City works with actuaries outside the City for these items.

9. What steps has the City taken to implement GASB 75 to date?

Answer: We are fully implementing GASB 74 and 75 in the current year.

10. Does the City have material tax abatements as defined by GASB 77?

Answer: Yes in the form of TIFs. We have TIF fund which is audited as part of the year-end audit.