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Professional Auditing Services RFP #17-11

ADDENDUM NO. 1

August 16, 2017

Request for Proposal No: RFP #17-11
Proposal Deadline: September 14, 2017 by 4:00 p.m.

The following changes, clarifications, and or additions are hereby made to the Professional Auditing Services RFP #17-11.

Clarifications:
Pre-Proposal Questions - Response

CITY OF FAIRBANKS
RFP #17-11
Professional Auditing Services

The City of Fairbanks (City) is responding to questions regarding RFP17-10 General Banking Services as follows:

Q1. During previous audits, how many auditors were on-site for preliminary and final audit fieldwork and how long were they on-site?

The City does not track this information and the prior auditors consider this proprietary.

Q2. How much has the City paid for the previous three audits?

City paid \$69,765 (2014 audit), \$76,261 (2015 audit), and \$72,239 (2016 audit).

Q3. On page 18 of the RFP: "The proposer should identify the extent to which staff to be assigned to the audit reflect the City's commitment to Affirmative Action." Please clarify what exactly are you looking for here.

City is an Equal Opportunity Employer and has an Affirmative Action plan that promotes fairness in our hiring practices. City seeks proposers that embody this principle.

Q4. On page 16 of 32 of the RFP #17-1, there is a table notating the maximum number of pages for each Item of the proposal. It states that only 1 page should be included for the Price Form, but there are two pages provided, and the instructions indicate that both of these price forms should be completed and submitted for us to have a responsive submission. Can you confirm that we should include both pages of the Price form, making the total maximum pages 21, not the 20 as indicated in the RFP?

The Price Form should be counted as two pages and not one page; therefore, the maximum number of pages is 21.

Q5. Does the City forecast any significant increases or decreases in federal or state funding for fiscal years 2017 – 2021?

City forecast significant decreases in state funding and moderate increases in federal funding.

Q6. Does the City plan to create or dissolve any governmental or proprietary funds in fiscal year 2017?

No.

Q7. Does the City plan to acquire or divest any enterprise activities in 2017?

No.

Q8. Does the City plan to issue general obligation or revenue bonds in 2017?

No.

Q9. Does the City plan to change accounting software providers for general operations in 2017?

No.

Q10. Approximately how many audit staff and how many weeks were the fiscal year 2016 auditors on-site?

Please see response to Q1.

Q11. What did the City pay in audit fees for the fiscal year 2016 audit?

Please see response to Q2.

Q12. Approximately how many non-audit consultation hours were provided in connection with fiscal year 2016? Can you please provide a summary of the topics covered under non-audit consultation for fiscal year 2016?

City did not have non-audit consultation in connection with the FY2016 audit. In prior years, the auditor tested receivables from an outside billing agency and reviewed City payroll processing.