



**TOWN OF SIMSBURY, CONNECTICUT
REQUEST FOR QUALIFICATIONS**

**FOR:
Auditing Services**

ADDENDUM # 1 – September 7, 2018

Question #1:

When was the last time that the Town considered whether the Sewer Use Fund should be reported as an Enterprise Fund as opposed to a Special Revenue Fund?

Response:

I am unaware if this has ever been a consideration.

Question #2:

What were the total fees charged to the Town and BOE for the:

- a. Fiscal Year 2017 Financial Audit
- b. Fiscal Year 2017 Federal and State Single Audits
- c. Fiscal Year 2017 ED001 Certification

Response:

The fee was never broken down by report in the past. Total fee for the FY 2017 audit was \$52,600.

Question #3:

How many auditors were on-site for field work and for how long?

Response:

Preliminary fieldwork would typically consist of three auditors and sometimes an intern for one week. Final fieldwork consists of three auditors for two weeks. The number of auditors does not include the Manager or Partner on the engagement that come out periodically during fieldwork.

Question #4:

Are there any significant changes in the finance department from the prior year? Do you anticipate changes for the FY 2019 audit?

Response:

New Finance Director started in July 2018. No anticipated changes for the FY 2019 audit as of present.

Question #5:

Does the Town anticipate any significant changes (upward or downward) in its State or Federal grant expenditures in the near future as compared to FY 2017?

Response:

No significant changes anticipated at this time.

Question #6:

Are there any improvements the Town would like to see in the audit process?

Response:

No

Question #7:

Does the Town routinely procure additional services from their auditing firm?

Response:

Additional services are requested/bid from time to time but nothing of a routine nature.

Question #8:

Does the Town require assistance in submitting data via the CT UCOA benchmarking system?

Response:

No