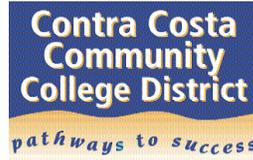


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Diablo Valley College Peter Garcia
Los Medanos College Robert Kratochvil, Ed.D.

**Contra Costa Community College District Bid No. 4CD-57
Independent Audit Service RFP**

ADDENDUM NO. 1

Questions and Answers:

1. Is the prior auditor allowed to bid on the current RFQ?
A: No, the Board Policy allows for 5 years and the current auditor has reached that threshold.
2. Are there any service issues or audit approach items that you would like to see changed?
A: None come to mind.
3. In the previous year, were there any adjustments to the trial balance provided to the auditors after fieldwork began?
A: No, except from the DVC Foundation which is a separate legal entity.
4. Who prepares the GASB conversion entries, the District or the auditors?
A: Auditors
5. Are there any anticipated changes in the amount of federal programs required to be audited?
A: No
6. When are the District's financial records available to be audited?
A: Interim field work has traditionally been done in April and the trial balance is typically given in October after the CCFS 311 has been finalized.
7. Do the Foundations have separate accountants or is accounting completed by District personnel?
A: Separate.
8. Are their financial records available for audit at the same time as the District?
A: In almost all cases, yes.
9. Are there any new significant transactions anticipated for the 2017 fiscal year; new debt issuance, defunding of debt, etc.?
A: No
10. Are there any anticipated budget changes that could affect the staffing of the District's accounting personnel?
A: No
11. What are the 2016 fiscal year audit fees for the District audit, Foundation audits, Bond financial and performance audits, respectively? Were additional fees billed for GASB 68 in the year of implementation? If so, how much.
A: No. See below...

District Audit - \$150,000 (includes individual foundation audits)
Bond Financials and Performance Audits (Measure A & E) \$18,800

Post-employee benefits Trust \$10,100
990 Tax filings for Foundations: \$5,300

12. How long were the previous auditors on-site at the District for audit fieldwork?

A: First year was around two weeks; currently here for about a week.

13. What is the preferred timeframe for interim and year-end fieldwork?

A: April and October.

14. Please clarify the statement on page 7 of the PDF, part D: "...include a supplemental presentation of the District's financial statement on a governmental basis." Please point to this schedule in the 2015 financial statements or clarify this new request.

A: The request (worded clumsily perhaps) is that primary government and fiduciary funds have their own tables; I believe this is common.

15. An adverse opinion was given for the Diablo Valley College Foundation for the year ended June 30, 2015, is this expected to be resolved?

A: An outside CPA firm was hired by the DVC Foundation to review its books and get them back to working order. We anticipate this issue will be resolved and are scheduling an interim audit with our external auditors to review prior to them being given the trial balance.

16. Is it possible to get your prior year fees for the services outlined in your RFP, broken up by each component:

A: District Audit - \$150,000 (includes individual foundation audits)
Three Foundations (Contra Costa, Diablo Valley, Los Medanos) cost included in District Audit
Bond Financials and Performance Audits (Measure A & E) \$18,800
Post-employee benefits Trust \$10,100

17. Were separate reports issued for the Foundations other than what is in the District's report? If so, can we get copies of the reports?

A: Yes. Files may be downloaded from our website.

18. Can we please get the prior year fees for the Foundation tax returns?

A: \$5,300

All other facts and specifications to this bid remain unchanged. **Initial this addendum and include with your proposal**



Ben Cayabyab
Senior Buyer



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by the American Heart Association
for meeting criteria for employee wellness.