

Addendum #3
to
RFP 2013-002: Audit Services
January 21, 2014

QUESTION #1

Who were your previous auditors; are they allowed to propose?

ANSWER #1

Yes, CohnReznick

QUESTION #2

What was the prior year audit fee?

ANSWER #2

See disclosure note 3 of SEFA, \$130,000 for audit.

QUESTION #3

How many hours did the prior auditors bill for the 2012 year end audit?

ANSWER #3

See disclosure note 3 of SEFA

QUESTION #4

Were any material weaknesses or significant deficiencies disclosed in your prior audit?

ANSWER #4

No, see audit.

QUESTION #5

May we review a copy of the prior audit report?

ANSWER #5

Log onto our website neighborhoodhouse.org for both audits and 990's of prior years. They are located under agency financial statements. The annual report is separate.

QUESTION #6

Page 10 of the RFP indicates that 3 copies of the proposal are to be submitted but page 11 indicates 2 copies. Which is correct?

ANSWER #6

They are actually separate documents but when in doubt go with the maximum 3

QUESTION #7

Does NHA anticipate an increase in the number of major programs required to be audited under OMB Circular A-133 (Single Audit) for FY 2014 in comparison to FY 2013 and FY 2012?

ANSWER #7

No

QUESTION #8

Does NHA anticipate any significant new federal funding sources/programs anticipated for FY 2014? For purposes of significance, \$500,000 would be the threshold?

ANSWER #8

No

QUESTION #9

Can you please provide the rationale behind being a high risk auditee related to the single audit?

ANSWER #9

Due to a A-133 compliance regarding disability requirement.

QUESTION #10

Please provide the previous timeline (interim and year-end fieldwork) and the number of weeks of fieldwork (interim and year-end) that the predecessor auditor's spent conducting the financial statement and federal compliance audit (Single Audit)?

ANSWER #10

Interim field 2 weeks for compliance and final 3 weeks for financial - it all depends on the auditor and their staffing pattern.

QUESTION #11

Please provide the anticipated timeline for performing the 401(k) pension audit for the year ended December 31, 2013?

ANSWER #11

Complete by July 2014, extension will be required. Earlier is possible in that new provided has a more comprehensive auditors tool kit.

QUESTION #12

Who prepares the Form 5500?

ANSWER #12

Triad - pension plan administrator.

QUESTION #13

Were there any Management Letter comments regarding internal controls issued by the predecessor auditor?

ANSWER #13

No, letter.

QUESTION #14

How many different locations does the NHA have and/or operate from (i.e. administrative headquarters, head start sites, etc.) and what is the specific nature of the functions/operations that are performed for each of the locations?

ANSWER #14

35, 2 admin sites, 33 program sites, preschool, adult day health care and meal preparation.

QUESTION #15

Does NHA anticipate the implementation of a new financial reporting system within the period of the contract term?

ANSWER #15

No, Abila MIP is the current product

QUESTION #16

Is there any specific new accounting standards, laws and/or regulations which NHA anticipates having an impact on the scope of work contained in the RFP?

ANSWER #16

No