



# CITY OF SEMINOLE

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ADDENDUM  
TO  
**RFP NO. 22-0601**  
**ANNUAL FINANCIAL AUDITING SERVICES**

TO: Potential Proposers  
FROM: Allison Broihier, Finance Director  
DATE: May 11, 2022

PLEASE NOTE THE FOLLOWING INFORMATION REGARDING RFP NO. 22-0601

Questions and answers.



Please return a signed original of this Addendum #1 with your RFP package.

I have read and understand Addendum No. 1 to RFP NO. 22-0601.

Signature: \_\_\_\_\_

Firm: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

IT IS THE BIDDER'S RESPONSIBILITY TO CHECK THE WEBSITE FOR ADDENDUMS BEFORE SUBMISSION.

Documents can be downloaded from [www.demandstar.com](http://www.demandstar.com) or via the Public Notices section of the City's website: [www.myseminole.com](http://www.myseminole.com).

**RFP NO. 22-0601 ADDENDUM #1**  
**May 11, 2022**

1. Could you please provide the auditing fees for the last 3 years? Also, if it's broken down into segments, that would be helpful as well.

*Fiscal year ending 9/30/2021 fees: \$29,400.00*

*Fiscal year ending 9/30/2020 fees: \$29,100.00*

*Fiscal year ending 9/30/2019 fees: \$28,800.00*

2. Does the City typically have a Single Audit every year?

*The City has never had a single audit. Please refer to Scope of Services, (3) Single Audit in the RFP on page 4.*

3. Can you please provide a copy of the September 30, 2021 report?

*The Annual Comprehensive Financial Report (ACFR) for the fiscal year ending 9/30/21 has not yet been approved by City Council. Once approved, it will be posted on the City's website along with other financial documents as in the RFP on page 7.*

4. Can you please provide the audit fees paid for the September 30, 2020, and 2021 audits?

*See the response the Question 1.*

5. Given the COVID environment, do you prefer for auditors to be on-site or work remotely?

*The City prefers auditors to be onsite for both interim and year-end work.*

6. Are the current auditors permitted to respond to this request for proposal?

*Yes.*

7. What is the time period in which fieldwork is generally performed? Is this still the most convenient time for you?

*Please refer to the timelines and schedules described in the Special Conditions section of the RFP on pages 13 and 14.*

8. How many auditors are generally onsite during fieldwork?

*The City is seeking the expertise of the Auditing Firm to staff the engagement. Please see Instructions for Proposals, Item V. Project Team and VII. Project Approach on page 10 of the RFP.*

9. Do you require your annual comprehensive financial report to be ADA compliant?

*The electronic version of the ACFR supplied by the Firm is not required to be ADA compliant.*