

City of Ann Arbor, Michigan
RFP #808 Request for Audit Services
Questions

1. Q: Are there any problems or concerns with your current auditor?
 - A. None.
2. Q: How many adjusting journal entries did the auditor make during the 10-11 audit?
 - A. The auditor does not make adjusting journal entries for the City of Ann Arbor.
3. Q: Any new debt for 11-12?
 - A. Yes. We will have both a new sale and a refunding before the end of the fiscal year.
4. Q: Any changes in management or accounting staff since last year?
 - A. None that affect the audit.
5. Q: Has the city used the audit firm for consulting services? If so, what types of projects and what were the fees charged for these projects?
 - A. No. They have provided supplemental audit work for a component unit only.
6. Q: What were the total fees and out-of-pocket expenses charged for the 10-11 audits?
 - A. City of Ann Arbor?- \$51,487
 - ✓ Downtown Development Authority?-\$7,000
 - ✓ Employees' Retirement System?-\$5,000
 - ✓ VEBA Trust?-\$3,600
 - ✓ 15th District Court?-\$2,100
7. What were the total hours budgeted/incurred for the 10-11 audit, if known?
 - A. Unknown
8. Please describe the audit timing for the annual audit. When are entrance and exit conferences held? When does preliminary field work generally take place? When does final field work generally take place? How many auditors are on site and for how long?
 - A. We generally have a week of prelim in the spring. Final field work ends in October. On site staff range from 1-4 over several weeks with some weeks where the auditor is offsite. We do not have formal entrance and exit conferences.
9. How many city council meetings or committee meetings are the auditors expected to attend?
 - A. One audit committee for the City, but the DDA and Retirement Boards require their statements to be presented as well.

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10. Has the City received any new significant grant programs? Have there been any significant changes to the ongoing grant programs that the City receives?
- A. Not thus far in the fiscal year.
11. The 2011 CAFR was not issued until December 9, 2011. This is almost 40 days after the delivery date of October 31 noted in section 1. E. of the RFP. Has the city taken steps to meet this timeline for future audits?
- A. This timing will be up to the auditor to work out with the other entities that we need to include in our CAFR (for which they do the work). We were held up waiting for outside information for these entities. It is our expectation that the auditor will work to ensure their statements and field work are done with the appropriate timing.
12. I am working on my proposal. On page 16 the RFP refers to "Attachment E". I don't see an Attachment E supplied or is this the "Firm's Statement of Policy and Procedures" referred to on page 7?
- A. The Attachment E should not have been stated on page 16 and would not be required with your bid submittal.