

**RFP 2020-AWB-06-RFP  
ADDENDUM #1  
September 28, 2020**

*The following information is provided as a result of question(s) posed by vendor(s):*

**QUESTION #1**

We note the RFP requires that the audit be released by March 31, however the 2017, 2018 & 2019 reports were dated in June. Can you clarify any issues that might have caused the later completion date and whether they would be resolved for the 2020 audit?

*2017 – No issues, it was standard practice to complete audited financial statement audit by 6/30  
2018 – No issues, it was standard practice to complete audited financial statement audit by 6/30 – ABO published a delinquent filer report, of which, Albany Water units were listed as delinquent to the 3/31 required date  
2019 – COVID prevented timely completion of the audit. New requirement is completed financial statement audit before 3/31/XX.*

**QUESTION #2**

Was there a management letter issued with the 2019 financial statements, and if so, can we obtain a copy of it?

*A management letter was issued, with no new management letter comments for the fiscal year. The management letter is available with the addendum.*

**QUESTION #3**

Were there any adjusting entries provided by management after the trial balances were given to the auditors, and/or any audit adjustments proposed by the auditors? In each case, if there were any, can you forward the number and nature of the entries?

*No instances*

**QUESTION #3A**

If any, were all the auditor proposed entries accepted by the Board/Authority?

**RFP 2020-AWB-06-RFP**  
**ADDENDUM #1**  
**September 28, 2020**

*The following information is provided as a result of question(s) posed by vendor(s):*

*N/A*

**QUESTION #4**

Can you provide the 2017, 2018 and 2019 audit fee?

*2019 -\$23,000 (which includes additional test work necessary during COVID 19 outbreak)*

*2018 -\$22,000*

*2017 -\$20,000*

**QUESTION #5**

Who is responsible for preparing the financial statements and notes?

*The financial statements and notes are prepared by management and are compiled by the auditors*

**QUESTION #6**

How many auditors and days in field?

*3 auditors in the field for one week*