

**Addendum #1  
to  
COIC Request for Proposal  
For Municipal Audit Services**

**March 8, 2021**

**To: All proposers and whom it may concern**

**From: Michelle Williams, Deputy Director & Point of Contact**

**RE: Addendum #1**

**All interested parties and the public are to accept the information contained herein as an official document of Central Oregon Intergovernmental Council.**

**This addendum includes responses to questions and requests submitted to COIC.**

**This Addendum modified the original Request for Proposals and shall be incorporated into the original RFP. All other provisions of the RFP for audit services, released February 9<sup>th</sup>, 2021, not modified by any addendum shall remain unchanged.**

**Questions and COIC's Response to Questions**

- 1. With the recent passing of your external auditor, what is your reason for issuing this RFP? Is it the end of a contract term or are there other reasons?**
  - A. COIC was planning on going out for RFP for these services after our 6-30-2020 audit was completed due to us being a publicly funded government agency, and it was time to go back out for RFP. However our previous auditor was a sole proprietor, and passed away suddenly before completing this audit. In COIC's analysis of timing and cost we determined it would be more beneficial to go out for RFP for not only our 6-30-2020 audit, but also RFP for five additional years beyond that as well, instead of treating the 6-30-2020 audit as a one off and having to procure for all future years.**
  
- 2. What issues or disagreements, if any, were experienced with the current auditors?**
  - A. COIC did not have any issues or disagreements with our previous auditor, who we had worked with for over 20 years.**
  
- 3. Is the Firm eligible for re-engagement?**
  - A. Unfortunately not due to his passing, and he was a sole proprietor.**

- 4. For this last audit (FY 2020), was the audit conducted remotely? Are you amenable to a virtual audit, or will in-person fieldwork be needed?**
  - A. Our previous audits were done mainly in person, however we were moving to virtual for 2020, however we were never able to implement this with his passing. Yes we are amenable to a virtual audit.**
  
- 5. What significant audit adjustments, if any, were made in the most recent year audited?**
  - A. There were no adjustments made from the previous auditor in the most recent fiscal years, however each year I would discuss certain items I had questions on with him before I would make the necessary adjustments to COIC's general ledger.**
  
- 6. What is the most important area that a new auditor can address to improve your experience with the audit?**
  - A. COIC appreciates a good working relationship with our auditors, which we had with our previous auditor. We also appreciate being able to lean on our auditor for their expertise or advice.**