

ALAMEDA COUNTY MEDICAL CENTER



*Highland Campus ~ Fairmont Campus
John George Psychiatric Pavilion
Ambulatory Health Care Services*

March 17, 2010

**ADDENDUM No. 2
To
RFP No. ACMC10-1
For
AUDIT SERVICES**

ANSWERS TO WRITTEN QUESTIONS

Q. Are your prior year auditors included or excluded from the current RFP process?

A. No. Our prior year auditors were also invited to participate in the RFP.

Q. Were there any major changes in the engagement requested in the RFP compared to last year's engagement?

A. No major changes are anticipated

Q. Are there any plans for new indebtedness?

A. Usual fixed asset additions

Q. Did ACMC receive any ARRA funding?

A. Yes

Q. What is the expected timing of the audit? When have these segments been completed in the past, and what is the expected completion dates for the June 30, 2010 audit?

A. Typically ACMC will break the engagement down into the following areas,

- 2) Planning / Interim Fieldwork – April - July
- 3) Final Fieldwork - Sept- November
- 4) Drafts of Auditors Reports to Management – Nov - December
- 5) Board Presentation – December

Oct- Nov, ACMC plans our audit with the County of Alameda Audit Team. The County of Alameda cannot finalize their audit and present their CAFR until ACMC's audit is completed.

- Q. What were your prior years' contract fees for the last two years?
A. The costs were as follows: \$462,000 financial audit for two years and \$48,720 for two years single audit.
- Q. On page 1 of 38 of the RFP, there is a bullet point that reads
A. The Contractor shall: Examine the financial statements of ACMC for the fiscal years ending 6/30/2010, 6/30/2011 and 6/30/2012. The prior year financials will be provided to the vendors that are selected to participate in the interview phase.
- Q. Can you confirm who is on the selection committee?
A. Members of ACMC's Executive Staff/Directors and Board of Trustees.
- Q. How many auditors were used for your last audit and how many weeks were they in the field?
A. 3-6
- Q. What are the total number of audit hours for the prior year?
A. Approximately 1260 hours
- Q. How many employees are there in your Finance Department?
A. 30
- Q. How many employees are there in your Internal Audit Department?
A. 1
- Q. Does ACMC prepare their own CAFR or do you look to auditors to prepare it?
A. The County of Alameda's audit team prepare the CAFR for the county and our audited financial statements are included in their CAFR.