



Audit Request For Proposal 2016-2017

Addendum

The following are offered as responses to questions submitted related to the RFP for Audit Services

1. Have there been any significant changes in your operations, programs or personnel recently or contemplated for the future that would impact the scope of services as compared to prior contracts for the same work? (Ex: changes in the audit process or those involved with the process, current year budget vs. prior year budget?)

There have not been major changes in programs or operations. There has been some change in personnel which include separation of employment of the Executive Director (ED) and other non-management personnel. The Director of Public Housing is serving as Interim Executive Director

2. What are the most challenging aspects of the audit process for AHA and specifically the accounting and finance team?
 - a. Gathering all the requested material. That is further complicated by the late start of this engagement.
 - b. After all the information is gathered and the auditors are off site the then significant and seeming ongoing requests for additional and even sometimes the same data.
 - c. Last year we experienced difficulty in validating and submitting the FDS but are working with HUD partners to resolve the system issues
3. Are any of the accounting functions outsourced to another accounting firm? If so, which functions?

The AHA does outsource the financial consulting/fee accounting. The accounting firm is responsible for all items but not limited to: year-end closing activities, preparations and submission of the unaudited financial data schedule, financial monthly reporting to ED for board meetings, daily cash management, budgeting, real estate development planning, duties associated with accounting for tax credit developments
4. Is there any specific expertise and advice the organization looking for that it may not be receiving from its current provider?

Offeror must understand the work to be done, experience to perform the services and in good standing with HUD
5. What is management's and the board's view on the desirability of transitioning to new auditors?

The AHA's solicitation is publicly advertised and all interested, qualified firms are welcome to participate in the competitive process
6. How long has AHA been with the current provider?

The most recent agency had provided services for three years.
7. Is the current provider bidding on the engagement?

The AHA is unaware if the most recent provider will be bidding on the current RFP.
8. In an effort to understand the level of effort currently exerted by the incumbent auditing firm, please provide:
 - a. Prior year audit fees
\$15,000
 - b. Schedule of auditors in the field (ex: 2 people for 2 weeks in November)

Offeror should base their proposed number of staff assigned to this project based on the specifications and requirements provided in the solicitation



The Aurora Housing Authority™

9. Does AHA currently, or plan to participate in HUD's RAD program and if so, what is the status of any conversions (all projects complete, some settled and some in process, none yet settled, etc.)

The AHA has received approval from HUD to submit a RAD application. Application has not yet been submitted.