

FRANKFORT SCHOOL DISTRICT 157C  
QUESTIONS RE: 2018 RFP

1. Is there any specific reason you are requesting proposals?
  - As the new Director of Business and Operational Services, I am requesting proposals to do my due diligence and ensure the District's contracts are meeting our needs
2. Will the current auditors have the opportunity to bid again?
  - The current auditor will have the opportunity to bid again.
3. What did the District pay for audit services for the previous fiscal year's audit?
  - The District paid \$18,850 for the FY17 audit.
4. How many copies of the proposal are being requested? Does the District want an original copy and/or an electronic copy?
  - Only one physical copy of the proposal is necessary.
5. Did the District have a Single Audit in the previous year? If so, may we obtain a copy of the report?
  - A single audit was not required in FY17.
    - a. Are there any significant changes to the level of federal expenditures or any new federal programs?
      - There are not any anticipated changes at this time.
6. May we obtain a copy of the Student Activity Report, as listed on page 11 of the RFP?
  - The report is currently listed on page 72 for of the audit. This is the minimum required for the regular annual audit. A separate internal control audit of activity funds is being requested as an alternate. No historical comparison of this report is available since this is the first year it is being requested.
7. May we obtain a copy of the District's actuarial valuation for the OPEB plan (referenced on page 21 of the RFP)?
  - Report attached
8. How many audit adjustments did the auditors make during the most recent audit?
  - There were two audit adjustments made as part of the FY17 audit.
9. Did you receive a management letter from the auditors? If so, can may we get a copy?
  - Letters attached
10. In the beginning of the RFP, the term mentioned is through June 30, 2019, but on page 19, the RFP references a timeline through June 30, 2020. For how many years is the District requesting a proposal?
  - The District is requesting a three year contract to include audit of FY18, FY19 and FY20.

11. Does the District maintain the depreciation schedules for capital assets? If so, what software is used?
  - At this time there is no software used for capital asset depreciation.
12. Were there any non-attest services performed outside the scope of the audits that were separately billed in the prior two years?
  - No services that I am aware of.
13. Are all accounting records centralized?
  - All accounting records are held at the District office.
14. Do the auditors generally perform any preliminary fieldwork? If so, when?
  - Preliminary field work was completed in June of last year, but I am open to alternate suggestions.
15. How many people have the auditors generally brought for fieldwork and for how long?
  - Last year we had two people complete field work.
16. Are there any major changes in the operations or activities of the District that might affect the audit (ie new funds or subfunds)? If so, please describe.
  - There are no major changes in operations or activities.
17. GASB Statement Number 75 will be applicable for the District's fiscal year ended June 30, 2018. Has the District arranged an updated actuarial valuation with its actuary, given the change in standards?
  - We will work with our actuary to get the updated information as needed.
18. If we are not submitting a bid for the audit of internal controls (see appendix 1, page 2) will it be acceptable to leave these lines blank?
  - If you are not submitting for the internal control audit it will be acceptable to leave those sections blank.
19. It appears as though the *Contractor Background Questionnaire and Information* relates to a different type of contract. Specifically, questions related to total number of landscaping contracts, etc., are not relevant to our firm. Our proposal will have a summary of how many employees we have, as well as additional details about the firm. Does this form still need to be filled out in order to be compliant with the RFP?
  - An updated questionnaire will be provided. Ideally we would like to have the form completed in order to get a good comparison of all firms. However, additional information will also be considered.