

06/28/2012

TO: ALL OFFERS

FROM: Kathleen O'Donnell  
Chief Administrative Auditor

SUBJECT: ADDENDUM TO INVITATION TO BID – RFP12-CPA-09, Delaware  
Manufactured Home Relocation Authority Financial Statement Audit

**ADDENDUM #1**

Please note: The attached sheets hereby become a part of the above mentioned RFP. The Office of Auditor of Accounts (AOA) received the following questions for clarification in response to its RFP posted on June 26, 2012.

1. What were the prior year audit fees? [The FY11 fee was \\$14,970.](#)
2. How many hours did the most recent audit take? [140](#)
3. Who prepares the financials? [The firm who performs bookkeeping for the Authority prepares the financial statements and provides both the financials and a trial balance to the audit firm.](#)
4. Were there adjusting entries in the prior year audit? [No.](#)
5. Were there any difficulties in completing the prior year audit? [We are not aware of any difficulties in completing the audit.](#)
6. The FY11 report could not be printed from AOA's website. [Printing is now allowed in the document.](#)