



**Request for Qualifications, 16MCO516 Professional Auditing Services
In response refer to RFQ 16MCO516 Addendum 1 (one)
October 25, 2016**

Ladies & Gentlemen:

Please note that there have been changes made to the original request for proposal, as listed below.

The following information shall be removed from page 12, VI., A., 2., a.:

- ~~i. Executed copies of ... (e.g., Proposer's Affidavit, CIQ, Vendors applications, W-9 form, Debarment, etc.)~~
- ~~ii. Certificate(s) of Insurance (e.g., Project and Insurance Requirements Acknowledgement etc.)~~

Also, the following information from page 8, III., B. shall be amended as follows:

The County of Midland, Texas serves an area 383 square miles with an estimated population of 155,830 in 2015. The County's fiscal year begins on October 1 and ends on September 30 ~~January 1 and ends on December 31.~~

Questions have been asked according to the instructions of the RFQ and are hereby answered.

1. Please confirm that Attachment A is for reference or future use only; page 15 says firms should not include fees with their submittals.

Yes, Attachment A is for future use only. No fees are needed at this time.



2. Page 12 lists forms to be attached to the submittals: proposer's affidavit, CIQ, debarment forms, etc. None of these were attached to the RFQ. Will these forms be requested from the selected firm during contract negotiations?

See Addendum 1 (above) removing these requested forms. These forms are not necessary, until after a vendor has been selected.

3. Page 12 also requests insurance certificates; however, I did not see a list of insurance requirements in the RFQ. Do you have specific policy requirements?

See Addendum 1 (above) removing these requested forms. These forms are not necessary, until after a vendor has been selected.

4. To aid in our response we would like to see your management letters from the last three years.

A single audit is not required due to a separate audit of the Texas Juvenile Justice Department funds. See Attachment D, Schedule of Expenditures of State and Federal Awards.

5. To aid in our response we would like to see the fees charged for the last three years of audits.

FY 2013 – \$84,700

FY 2014 - \$86,000

FY 2015 - \$102,110

6. Please describe the skills, knowledge and experience that the County Auditor possesses to accept responsibility for any non attest services to be provided?

Accounting Degree, 3 years of public accounting experience at Johnson, Miller, & Co., 15 years of experience with Midland County Auditor's Office.



7. The request states that the County expended \$1,467,548 in federal and state awards in 2015, could you please provide detail of how much is state and how much is federal?

See Attachment B.

8. May we also please see the required communications letter for the last 3 years??

Attachment C will be forthcoming.

9. Part IV A. vi and vii are asking for a proposer's affidavit, CIQ, vendors application, debarment and project and insurance requirement acknowledgement. Are these specific forms that need to be completed? If so, could you please provide?

I believe you mean VI., A., 2., vi. and vii. See Addendum 1 (above) removing these requested forms. These forms are not necessary, until after a vendor has been selected.

10. Part IV B. 10 says not to include a fee, but on page 18 a schedule of professional fees and expenses is included. Can you please confirm that you do or do not want a fee included? And, if a fee should be included, do you also want fees for the adult and juvenile probation audits as well?

I believe you mean VI., B., 10. The form on page 18 (Attachment A) is for future use only. No fees needed at this time.

11. Page 8 of the RFQ says the fiscal year is 1/1 to 12/31, but the financials say 9/30. Is 9/30 the correct year end?

See Addendum 1 (above) correcting this information. The fiscal year begins on October 1 and ends on September 30.