August 10, 2020

ADDENDUM #2

Request for Proposal (RFP) #20-221
Annual Financial and Compliance Audit of Senior Centers in Genesee County, MI

Genesee County (the County) continues to review the guidance that has been provided by State and Federal Government agencies in regards to COVID-19. The County’s focus is, as always, on the health and safety of our constituents, vendors, and employees.

The Purchasing Department is issuing this addendum for the purpose of announcing the following information:

➢ The due date for this project has been extended to Thursday, August 20, 2020. All proposals must be submitted to the Purchasing Department before 2:00 PM (EDT). Bids will be time stamped using the time clock located in the Purchasing Department. The only acceptable evidence of the time of receipt of the proposal is that of the aforementioned time clock. The bid opening will take place on the same day (8/20/20) @ approximately 2:05, and it is open to the public. This meeting will be conducted per current State guidelines. The Purchasing Department will announce only the following information during the bid opening: vendor’s name that has submitted a proposal.

➢ The County did receive questions from this solicitation and the responses are included in this addendum.

➢ The County Building will be open for vendors to drop off their packets. The County has adopted rules for individuals that enter the premise. Please note that individuals who enter the County building must have on the proper face covering and will be subjected to screening and answering questions before entering the building.

The due date for this proposal has been extended to Thursday, August 20, 2020 before 2:00 PM (EDT).

Vendors must indicate receipt of this addendum by adding the following on the Signature Page (item #6) and on the exterior of the envelope containing your proposal:

ADDENDUM #2 RECEIVED

ALL BIDS MUST BE RECEIVED AT:
GENESEE COUNTY PURCHASING DEPARTMENT
1101 BEACH STREET, ROOM 361
FLINT, MI 48502

Derrick Jones, Purchasing Administrator
G:/bid2/2020/20-221.add2
Questions and Responses

1. We are having difficulty accessing the prior year reports through the link provided. Could you please provide us an alternative method to access and review these reports. The link that is provided in the specification, www.gcseniors.org, is incorrect. Prior year reports are no longer published on the County’s website, and are therefore not available for viewing at this time. If you want to get general information about the County’s Senior Centers you can go to the following link: https://www.gc4me.com/resident/seniors/index.php

2. Can you share the prior year fees for this engagement? The audits in the current contract range between $3,360 to $4400 per center.

3. What is the reason for putting this engagement out for bid? The 3 year contract term will expire 9/31/2020. Genesee County uses a competitive bid process in order to award service provider contracts.

4. Is the prior audit firm eligible for bidding on this contract? Yes.

5. Given the current climate with COVID 19, most audits are currently being performed remotely. Would the senior centers have the ability to provide information electronically to allow for remote audits? The centers are open for essential services and can hold up to 10 people using social distancing and mask requirements under the current Governor’s orders (Phase 4). It is expected that the audit work be done in each center.

6. Have there been any issues with prior auditors? No

7. To clarify, there are 8 locations to be audited. These 8 locations will be included in one audit report with a year-end of September 30. This RFP covers 2 years. Is this correct? No, ten (10) different centers will require (10) separate reports. Audits will be conducted each year of the contract.

8. You note that this needs to be conducted under GAGAS. Is a single audit included in the scope of this project for each year? The Senior Centers do not receive any Federal funding, therefore, Generally Accepted Government Auditing Standards (GAGAS) are not applicable.

9. If yes to above question, please provide copy of the prior single audit. Are any changes expected? N/A

10. Please provide copy of prior filing of applicable 990s. Information is not available at this time.

11. What is the involvement of the staff regarding preparation of the financial statements? Please see Section 5, No. 8 of the proposal.
12. Where there any reported material weaknesses or significant deficiencies related to internal control over financial reporting in the prior year? Have procedures been put in place to correct any reported deficiencies? Information is not available at this time.

13. Were there any reported material weaknesses or significant deficiencies related to internal control over financial reporting in the prior year? Have procedures been put in place to correct any reported deficiencies? Information is not available at this time.

14. How many audit journal entries were proposed in the prior year? Do you expect similar results in the upcoming years? Information is not available at this time.