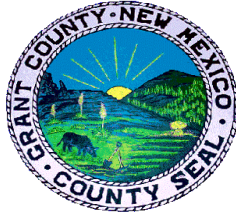


# GRANT COUNTY, NM



## Addendum No. 1

### **RFP 20-04: External Auditor Services**

The following are a list of questions and responses that were submitted regarding the above-referenced RFP.

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**Question No. 1:** As there was not a single audit in 2019 but there was in 2018, does the County expect a single audit to be required in 2020 and what are the major federal grants for 2020?

**Response No. 1:** The County does expect to have a single audit conducted for Fiscal Year 2019-2020. Some of the major federal grants the County has administered are the Operation Stonegarden Grant (DHS/FEMA), Emergency Management Salary Grant (DHS/FEMA), Public Transportation Grant (DOT), and Airport Grants (FAA).

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**Question No. 2:** Have there been changes in federal or state grant sources as compared to FY18 or FY19?

**Response No. 2:** No, the funding sources have remained the same.

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**Question No. 3:** Has there been turnover in financial management personnel in the last year?

**Response No. 3:** Yes, there have been personnel changes.

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**Question No. 4:** What software applications are utilized for financial reporting, tax and fee collections, and grant compliance (if any)?

**Response No. 4:** The County uses Tyler Technologies, Inc. for our accounting system software.

- Incode Module for financial reporting
- Eagle Treasurer for tax/revenue/fee collections

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**Question No. 5:** How long has the County utilized the software?

**Response No. 5:** The County began using this software in 2009.

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**Question No. 6:** Are there any accounting software changes expected in future years.

**Response No. 6:** The County does not intent to change accounting software.

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**Question No. 7:** Are any accounting functions outsourced to a third-party (ex: payroll)?

**Response No. 7:** No, the County does not outsource any accounting functions.

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**Question No. 8:** How many auditors were onsite during field work for the prior year and how many weeks were they onsite?

**Response No. 8:** The County's contracted firm had four (4) members and approximately four (4) weeks on-site.

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**Question No. 9:** Would you like us to include the certificate of insurance in the proposal, or upon contract award?

**Response No. 9:** The Certificate of Insurance must be submitted upon an award of a contract.

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-End of Question Submittals-

**Notice to Offerors:** All other items of the RFP Packet remain the same. Please be sure to acknowledge this addendum on Appendix B, entitle RFP Response Form, of the RFP Packet.

By: /s/ Randy J. Hernandez,  
Chief Procurement Officer

Date: 05/08/2020