

ANDERSON COUNTY GOVERNMENT
PURCHASING DEPARTMENT
100 NORTH MAIN STREET, SUITE 214
CLINTON, TN 37716
PHONE: 865.457.6218
FAX: 865.457.6252

March 14, 2016

ADDENDUM

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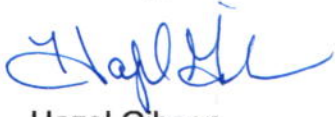
Addendum #1 on RFQ #4655 CPA Firm, making the following corrections and clarifications.

- QUESTION: What is your budget for this work? RESPONSE: Budget has not been determined.
- QUESTION: Has this project been completed in the past? If so, when and can we see a copy of the report? RESPONSE: No this project has never been performed.
- QUESTION: How many job descriptions do you anticipate the auditor will need to review? RESPONSE: Approximately 25.
- QUESTION: When can work begin? RESPONSE: As soon as a vendor is awarded and a purchase order is issued.
- QUESTION: How many estimated employees under the Mayor's responsibility would you expect to be included in the assessment? RESPONSE: Approximately 25.
- QUESTION: Would you be willing to utilize an anonymous employee survey to evaluate the perception of the control environment and identify any potential issues or concerns? RESPONSE: Yes.
- QUESTION: Has Anderson County conducted a risk assessment across all risk areas including but not limited to asset misappropriation? If yes, would you be willing to share? RESPONSE: No, some offices prepare procedures for the cash drawers and how they maintain their assets.
- QUESTION: Do you anticipate the engagement will include process walkthroughs, in person interviews, transaction selection and testing, or any other activities that will need to be conducted on-site? RESPONSE: Yes.

- QUESTION: Similar to question 4 do you anticipate the majority of the work being done on-site or from our offices? Response: Could be even split of time.
- QUESTION: Is there an estimated time frame, number hours, budget or deadline? RESPONSE: Before the end of May; so that we may have time to make necessary changes implemented before June 30th, if at all possible.

If you have any questions, please feel free to give me a call at (865) 457-6218.

Sincerely,



Hazel Gibson
Interim Purchasing Agent

Department
Bid File