

# PALM BEACH COUNTY HOUSING AUTHORITY

AUDIT RFP-2015-AS-001

## QUESTION AND ANSWERS

- 1. Does the Housing Authority have a standard contract that will need to be executed for the engagements (s) or will you be willing to sign our standard engagement letter? If you have a standard contract, can you please send a template for our review? We will include any comments to the contract in our proposal.**

*We do not have a standard contract that will need to be signed; however we will require that the engagement letter include all of the specifications that are included in the RFP; such as payment terms, and due dates. In addition, the requirements set forth by Government Auditing Standards.*

- 2. Please provide a copy of the September 30, 2014 final audit for the Housing Authority.**

*The audited financials are posted on our website under "Forms and Documents" for fiscal years ending 9/30/12 – 9/30/14.*

- 3. Are you asking for the Blended Component Units to be audited?**

*The audit RFP was for the Palm Beach County Housing Authority's total primary government. This includes the blended component units. The blended component units consist of two funds. Each of these funds has only one or two transactions a year. The agency does not have any discretely presented component units at this time.*

**4. When do you want the draft of the audit report?**

*No later than May 1<sup>st</sup>*

**5. When do you want the final audit report?**

*No later than June 1<sup>st</sup>*

**6. On page 12, item no. 4 indicates a maximum of 10 engagements to list. On page 16, item no. 5 references providing 5 of the audits. Which one is correct?**

*On page 12, please list the names of 10 significant engagements in ranking order of total staff hours spent.*

*On page 16, please provide the names and telephone numbers for 5 of recent audit clients with similar engagements.*