

RFP FIN2026 Questions and Responses

REFERENCE

SECTION 1.3, PAGE 4	Vendor Question	It looks like the Agency is ready for audit on August 7 but reports are due August 31. That is a really quick turnaround. Are drafts due August 31 or final reports?
	Agency Response	Drafts are due August 31 and must be finalized prior to the Audit Committee meeting in mid-September.
SECTION 1.7, PAGE 6	Vendor Question	Considering the proposal contents listed on page 6, and the note on page 10 "the proposal in its entirety is not to exceed 15 pages, single spaced, with one-inch margins and minimum font size of 11 pt.", please clarify if cover letter and title page count towards the 15-page limit. Also, please clarify if the completed attachments count towards the 15-page limit or if they can be included in the proposal Appendix.
	Agency Response	No, cover letter, title page, and attachments are not included in the 15-page limitation.
SECTION 2.0, PAGE 8	Vendor Question	Is the single audit performed with the financial audit or is that issued separately?
	Agency Response	The single audit is performed concurrently with the financial audit, but is issued separately.
SECTION 2.0, PAGE 8	Vendor Question	Is the Agency subject to the State of North Carolina compliance supplement?
	Agency Response	Yes.
SECTION 2.0, PAGE 9	Vendor Question	Who prepares the financial statements? The auditor or the Agency?
	Agency Response	The Agency prepares the financial statements.
SECTION 2.0, PAGE 9	Vendor Question	Will there be any significant events that occurred during the fiscal year that would impact the audit?
	Agency Response	To date, there have been no significant events that would impact the audit.
SECTION 2.0, PAGE 9	Vendor Question	When is the preferred timing of preliminary and final fieldwork? Can you please provide the scope of work performed during prelim?
	Agency Response	Preliminary fieldwork – Mid-June. This includes reading and understanding the Agency's processes, which are documented as narratives, and any testing the auditor deems possible prior to fiscal year-end. Final fieldwork – First week of August
SECTION 2.0, PAGE 11	Vendor Question	What were the fees in the prior 2 years?
	Agency Response	This info is publicly available on the last page of our year-end financial statements.

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SECTION 3.0, PAGE 10	Vendor Question	Are there any improvements in the audit process you are looking for?
	Agency Response	The Agency doesn't have any improvement requests at this time. In general, we want to see continuity of the audit team year over year with a strong preference for most of the team having prior governmental audit experience.
SECTION 3.0, PAGE 10	Vendor Question	Please clarify if biographies for assigned team members count towards the 15-page limit or if they can be included in the proposal Appendix.
	Agency Response	Yes, biographies can be included in the Appendix and will not be included in the 15-page limitation.
SECTION 3.0, PAGE 11	Vendor Question	Please clarify if how detailed the CPE records for the past three years should be, and if they are to count towards the 15-page limit or if they can be included in the proposal Appendix.
	Agency Response	Give a summary of relevant experience in governmental accounting and auditing. Yes, biographies can be included in the Appendix and will not be included in the 15-page limitation.