November 30, 2021

ADDENDUM 1 – RFP L-22-01

The Harford County Public Library has issued an addendum in regard to Request for Proposal L-22-01 Financial Auditing Services. This addendum consists of all questions posed in regards to the RFP that have been submitted on or before the stated deadline of November 24, 2021.

Please be advised acknowledgement of any and all addenda must be made when submitting your proposal.

Q1. May we have a copy of the prior year’s audit?
A1. Yes. We are adding it as an extra attachment in the Bid Opportunities section on the HCPL website.

Q2. How many audit adjustments were made last year and to what did they relate?
A2. GASB Entries 12 for Pension, OPEB, and GASB 34; HCPL made 2 adjustments after closing.

Q3. Is your current auditor being invited to bid?
A3. Yes, Harford County Public Library’s current auditor is being invited to bid.

Q4. Can you disclose the previous year’s audit fee?
A4. No, Harford County Public Library can not provide the previous year’s audit fee.

Q5. Do you have an estimate of the 2021 audit hours by the incumbent firm?
A5. The audit began on 7/26/21 and was completed on 9/15/21. Harford County Public Library does not have an estimate on the audit hours.

Q6. Is the scope of services requested in this RFP consistent with the services now being provided by your current audit firm?
A6. Yes, the scope of services requested in this RFP is consistent with the services currently being provided by our current audit firm.

Q7. Were there any problems or disagreements with the prior auditors?
A7. No, there were no problems or disagreements with the prior auditors.

Q8. Who drafts the financial statements and notes?
A8. The auditors draft the financial statements and notes.
Q9. Have there been any significant operational changes since the prior year’s audit?
A9. No, there has been no significant operational changes since the prior year’s audit.

Q10. Has there been any material fraud noted over the past 5 years?
A10. No, there has been no material fraud noted over the past 5 years.

Q11. Are there any contingencies or legal issues that could have an impact on future financials?
A11. No, there are no contingencies or legal issues that could have an impact on future financials.

Q12. Have the audits been performed remotely with the pandemic? Would your organization be open to a virtual audit for the 2022 audit? If the audit was/is to be performed electronically how much information is available electronically (i.e. scanned invoices, receipts, bank statements, reconciliations, etc.)?
A12. Yes, the audits have been performed remotely during the pandemic. Yes, Harford County Public Library would be open to a virtual audit for the 2022 audit. If the audit is to be performed electronically, most if not all information can be scanned electronically.

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