

Procurement Department Solicitation Addendum

Solicitation Number: 88-240022-BO
Solicitation Description: Audit Services
Opening Date and Time: March 7, 2024 at 2:00PM
Addendum Number: 1
Issue Date of Addendum: February 23, 2024
Purchasing Agent: Bonnie Ogden
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704.330.6515

1. Response to Vendor Questions.

Return one properly executed copy of this addendum with bid response on, or prior to, the Solicitation Opening Date/Time listed above. Failure to return a properly executed addendum may result in rejection of your proposal/bid.

EXECUTE ADDENDUM:

Offeror: _____

Authorized Signature: _____

Name and Titled (Typed): _____

Date: _____

#	RFP Reference	Vendor Question	College Response
1	Section 4.4	The RFP mentions a 10% HUB participation goal. Is this a <u>requirement</u> for this RFP? Is the current service provider currently using a HUB that meets the 10% participation goal?	This is not an RFP requirement. HUB participation by vendors secured under other competitive solicitations is not relevant to this RFP.
2	Section 4.1	What were the most recent fiscal year's engagement fees for all services provided?	Cost for services purchased under another contract with its own unique scope of service are not provided in response to questions about this RFP and the scope of service specific to this competitive procurement. College documents subject to disclosure may be requested from the college via public records request.
3	Section 5.2	What is the preference for the audit – on-site, hybrid, or remote?	While a specific method is not a requirement of the RFP, there may be times when the Vendor would be required to be on-site.
4	Section 5.2	Can you please provide the most recent audit report and/or return(s) related to the deliverables noted in RFP Section 5.2, (b), (c), (d), (e), (f), (g), (h), (i), and (j)	Per your request, the most recent audited financial statements for Central Piedmont Community College Services Corporation and Central Piedmont Community College Foundation were provided to you via response to your email request to bonnie.ogden@cpcc.edu . For access to other publicly available financial information related to the RFP scope of service, please visit GuideStar at guidestar.org .
5	1.0 PURPOSE AND BACKGROUND (Page 7 of 26)	Why is CPCC soliciting vendors to propose on these services at this time?	Based on North Carolina audit regulations and state procurement regulations, it is time for the college to competitively solicit these services again.
6	1.0 PURPOSE AND BACKGROUND (Page 7 of 26)	Please provide us with any questions provided to you from other interested firms, along with your response.	Please refer to Section 2.5. Questions and responses received as prescribed in the RFP are posted to the electronic Vendor Portal via this Addendum.
7	3.4 Evaluation Criteria (Page 13 of 26)	Do you prefer to work with a firm that has a local presence, or would you consider engaging a firm that does not have a physical, local presence?	While a specific location is not a requirement of the RFP, there may be times when the Vendor would be required to be on-site.
8	3.4 Evaluation Criteria (Page 13 of 26)	Will the current service provider for this engagement be allowed to re-propose, or is there a required rotation?	This is an open competitive process whereby any interested party may respond to this RFP.

9	3.4 Evaluation Criteria (Page 13 of 26)	What aspects of the current service delivery for these services do you particularly like and value?	Some aspects include; knowledgeable team, responsiveness to requests, and the ease of using a portal for loading documents and communicating between the audit team and client.
10	3.4 Evaluation Criteria (Page 13 of 26)	Is there anything related to the current service delivery that you would like to see improved or done differently?	No
11	3.4 Evaluation Criteria (Page 13 of 26)	Can you share what fees you are paying to the current provider(s) for each of the services in this RFP, either individually or in total? If not the actual fees, can you share the budget for these services? Or perhaps any expectations you may have regarding fees?	Refer to Question #2.
12	3.4 Evaluation Criteria (Page 13 of 26)	Has anything significant happened in the current year, which is different from prior years? Is something significant expected and/or budgeted to occur in the current year, or soon thereafter, which a potential auditor should be aware of?	The College is not aware of any significant expected and/or budgeted events or changes occurring in the current year, or soon thereafter, that a potential auditor should be aware of.
13	5.0 Specifications and Scope of Work (Page 16 of 26)	Does the current auditor traditionally perform procedures on-site? Are you all open to remote work?	During the course of the current audit contract, the auditor has performed procedures on-site, hybrid method, and remotely or a combination thereof.
14	5.0 Specifications and Scope of Work (Page 16 of 26)	Traditionally, how many weeks have the current auditors typically been on site for interim fieldwork and final fieldwork, time spent working remotely, and what was the size of their engagement team?	Timing of work has varied over the term of the current audit contract, however, please refer to the last note in the Central Piedmont Community College and WTVI PBS Charlotte financial statements for total hours taken to complete these audits. The work has been performed both remotely, on-site or a combination thereof. The college does not have a breakdown of hours spent remotely versus on-site. The size of the engagement team has varied for each entity and across audit years.
15	5.0 Specifications and Scope of Work (Page 16 of 26)	What week has final fieldwork begun in years past?	During the most recent audit period, final fieldwork began for the first entity the second week of September.
16	5.0 Specifications and Scope of Work (Page 16 of 26)	Have there been any recent audits related to this or past engagements?	It is unclear what is being asked.

17	5.0 Specifications and Scope of Work (Page 16 of 26)	Are there any significant regulatory or legal issues or actual/allegations of fraud facing either of the organizations in scope for this RFP?	No.
18	5.0 Specifications and Scope of Work (Page 16 of 26)	Has there been any untimely (not retirement related) resignations of management level employees?	Unknown.
19	5.0 Specifications and Scope of Work (Page 16 of 26)	May we be provided with copies of the following: <ul style="list-style-type: none"> - Most recently filed 990s and 990T for each entity - Most recent State Capital Infrastructure Fund Project Yellow Book Audit - FY23 CPCC Services Corporation Audit - FY23 CPCC Foundation Audit 	Refer to Question #4.
20	5.0 Specifications and Scope of Work (Page 16 of 26)	As it relates to investments held by any of the entities, how many different fund managers are in the investment portfolio?	There are 2 managers in the Foundation's portfolio.
21	5.0 Specifications and Scope of Work (Page 16 of 26)	As it relates to investments held by any of the entities, are there any concerns with the timing of receiving valuations?	The Foundation's private illiquid investments are valued on a lag. Generally, these valuations lag by about 3-4 months. As the Foundation has a June 30 fiscal year end, the June 30 private capital program valuations will likely be available in early September.
22	1.0 Purpose and Background	Can we get copy of most recent audited financial statements for Central Piedmont Community College Services Corporation, WTVI and Central Piedmont Community College Foundation?	Refer to Question #4.
23	1.0 Purpose and Background	Can we get a copy of the 2023 project specific yellow book audit in accordance with 09 NMAC 03M for Central Piedmont Community College?	Unavailable. This is a new grant to the College for fiscal year 2024, therefore, the first project audit will be completed for the 2024 audit period.
24	5.0 Specifications and Scope of Work	What were the hours for the audit from the previous year for Central Piedmont Community College Services Corporation, WTVI and Central Piedmont Community College Foundation?	Regarding hours for the College and WTVI audits, please see the last note in each of the financial statements for total hours. For the Central Piedmont Community College Foundation and Central Piedmont Community College Services Corporation, that information is unknown.

25	5.0 Specifications and Scope of Work	Where there any internal control deficiencies in any of the prior year audits?	No, there were no internal control deficiencies in the most recent audits for the year ended June 30, 2023.
26	1.0 Purpose and Background	What were the prior year fees for Central Piedmont Community College Services Corporation, WTVI and Central Piedmont Community College Foundation?	Refer to Question #2.
27	5.0 Specifications and Scope of Work	Any significant changes (operationally, financially or with key personnel involved in the audit) or significant/unusual transactions expected to impact any of the FY24 financial statements?	Refer to Question #12.
28	5.0 Specifications and Scope of Work	Will Central Piedmont Community College Services Corporation, WTVI and Central Piedmont Community College Foundation need a Single Audit?	No, these entities do not need a single audit.
29	5.0 Specifications and Scope of Work	Have there been any reviews by federal oversight agencies?	No
30	1.0 Purpose and Background	Are these entities all managed by a central business office or does each entity have separate business offices?	All entities report to the Vice President of Finance & Facilities Operations. The Central Piedmont Community College Foundation is managed by the Associate Vice President (AVP) of Foundation Finance while the remaining entities are managed by the AVP of Financial and Auxiliary Services. Both AVPs report directly to the Vice President of Finance & Facilities Operations.
31	1.0 Purpose and Background	Can we get copies of the 2023 form 990s for Central Piedmont Community College, Central Piedmont Community College Services Corporation, WTVI and Central Piedmont Community College Foundation?	Refer to Question #4.
32	5.0 Specifications and Scope of Work	Do you prefer on-site, remote or a hybrid approach to the audits?	Refer to Question #3