

*BRAWLEY*

*CALIPATRIA*

*HOLTVILLE*

*WESTMORLAND*



*CALEXICO*

*EL CENTRO*

*IMPERIAL*

*IMPERIAL COUNTY*

**Date:** March 16, 2021  
**To:** Prospective Respondents  
**From:** David Aguirre, Project Manager  
**REF:** Request for Proposal (RFP) for the FY 21-23 Local Transportation Authority Audits; **ADDENDUM #1**

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The following are questions posed by potential respondents.

1. Has there been any turnover in management during the past year?  
**There has been no turnover in management in the past year.**
2. Has there been any turnover in accounting staff during the past year?  
**There has been no turnover in accounting staff in the past year.**
3. What accounting software do you use? Any plans for change?  
**ICLTA currently uses the County of Imperial's software One Solutions. ICTC is in the process of supplementing One Solutions with an additional software that would be utilized by ICLTA staff.**
4. How many journal entries were proposed by the auditor in the prior year?  
**About 4 journal entries.**
5. Any management letter comments outstanding from the prior year?  
**No outstanding management letter comments from the prior year.**

6. May we receive a copy of last year's management letter?

**The FY19-20 audit documents are in final draft format and are being reviewed by various committees. ICLTA FY18-19 management letter is included in the overall Audit document for the ICLTA. ICLTA uploaded FY18-19 audit documents to its website and can be viewed here <https://www.ltaimperial.com/audits-and-financial-reports>.**

7. Any known or suspected fraud?

**There is no known or suspected fraud.**

8. When will books be ready for the audit?

**It is anticipated that the documentation will be available early August.**

9. Are financial records available electronically?

**ICLTA may forward documentation electronically if requested by the Auditor. Prior auditors have utilized secure portals to obtain documentation.**

10. Is remote auditing acceptable to ICLTA?

**Remote auditing is acceptable as a result of the pandemic.**

11. Who prepares the financials?

**The auditor prepares the financials.**

12. Were there any significant transactions (e.g. bond issuance, leases) during the year?

**There were no significant transactions during the past fiscal year.**

13. Significant changes to operations or funding sources?

**There were no significant changes to operations or funding sources the past fiscal year.**

14. Significant construction or capital projects?

**There are a few regional construction projects that are being undertaken at the moment. They may or may not have a significant impact to the ICLTA in upcoming years.**

15. Any audits or inspections by regulatory agencies?

**All audit documentation is reviewed by Mellon Bank as the issuer of debt associated with existing bonds.**

16. Any changes to the governance structure of the organization?

**No changes to the governance structure of the organization.**

17. Is the incumbent auditor invited to bid?

**Yes, the incumbent auditor is invited to bid.**

18. What were the audit fees for the prior year?

**The prior year audit fees were \$78,000.00.**

19. Will electronic proposal submissions be acceptable due to COVID 19 limitations?

**ICLTA will only accept hard copy submittals. Hard copy submittals allow for easier distribution to the evaluation committee.**

Thank you for your interest in this project. Should there be any questions, please email [davidaguirre@imperialctc.org](mailto:davidaguirre@imperialctc.org). Please review ICTC's website for future addenda.