

**REQUEST FOR PROPOSALS
MEASURE A AUDIT SERVICES
FOR THE CITY OF STOCKTON, CALIFORNIA
(PUR 15-026)**

POSTED 4-28-16

SUBMISSION OF PROPOSALS HAVE BEEN EXTENDED TO MAY 19, 2016. IT HAS BEEN BROUGHT TO THE ATTENTION OF THE CITY THAT TIMING OF THE PROPOSAL DUE DATE FELL IN LINE WITH THE TAX SEASON.

POSTED 3-31-16

THE FOLLOWING QUESTIONS WERE RECEIVED AND THE CITY RESPONSES ARE IN BLUE BELOW:

From: Ned Leiba [<mailto:ned@leibacpa.com>]
Sent: Thursday, March 24, 2016 3:36 PM
To: Claire Tyson <Claire.Tyson@stocktonca.gov>; Concepcion Gayotin <Concepcion.Gayotin@stocktonca.gov>
Subject: RE: RFP 15-026 Measure A Audit - Request for information

Claire Tyson and Concepcion Gayotin:

1. As per my email to you of Saturday March 19, please provide the documents used or consulted to prepare the RFP 15-026 noticed this morning, but apparently posted on Thursday March 17, as well as the prior version noticed on November 14 and apparently posted on November 12, including all memos, emails, professional standards, technical advice, and other records relating to preparation of the RFP.

Additional information requested is not within the scope of this RFP.

2. Attached is my email of January 21, 2016, to Deputy City Manager Scott Carney about the Measure A Audit and RFP. Please provide the information and documents requested. **Same as #1.**

3. The Measure A Committee and City Council resolved to have a financial statement audit of Measure A funds, with the financial statements prepared under GAAP, and the audit conducted under GAAS and GAGAS. The RFP request is for a non-audit, SSAE agreed-upon procedures engagement, and accordingly, is not consistent with the expressed desire of

those charged with governance. Provide the basis for this SSAE RFP versus one for a traditional financial statement audit as approved by the Measure A Committee, the City Council and the ordinance approved by the voters.

Same as #1.

4. The time to submit questions and respond to the RFP is far too short to (1) determine the nature of the service requested, (2) submit questions asking for information, (3) formulate a proper response to the RFP, and (4) reach a broad range of CPA firms that might be qualified to conduct the engagement. The RFP time for questions and deadline to respond should be extended for at least one month. If that will not be done, explain the basis for the short time for questions and submission, in light of these factors. **The timeline followed is within the minimum guidelines followed by the City in its RFP process—10 days for questions and 5 days for the answers prior to the submission date.**

5. The Measure A Charter states that the Measure A Committee shall serve as "the single statutory oversight committee for Measures A and B." Accordingly, the Measure A Committee should be involved with development of the RFP, auditor engagement and selection; and auditor communication. What steps has or will the City take to insure that these requirements are met. **Same as #1.**

6. Provide reports, memos, and any work product and other records provided to or exchanged with by the outside auditors for their fiscal year end June 2014 and June 2015, CAFR and Single Audit Act work, that involves any Measure A, financial reports, accounting systems that produce information for Measure A financial reports, or activities that are funded with Measure A funds. **Same as #1.**

7. Provide a report on how has the City responded to the multiple findings of internal control weakness and significant deficiencies reported during the course of its year end June 2014 and June 2015 audits, besides the responses included in the AU-C §265 reports, i.e., Report on Internal Control Related Matters Identified in the Audit (e.g., the report dated December 31, 2015 but released March 14, 2016). **Same as #1.**

8. The City Auditor maintains an AFTR (Audit Findings Tracking Report). Please provide complete copies of those

reports for periods subject to examination, e.g., periods ending June 2014, June 2015, and to date. **Same as #1.**

9. Provide City Auditor reports, memos, and any work product and other records, regarding tasks undertaken in respect to Measure A financial reports, accounting systems that produce information for Measure A financial reports, or activities that are funded with Measure A funds.
Same as #1.

Ned Leiba
Leiba & Bowers, CPAs
305 North El Dorado Street, Suite 302
Stockton, California, 95202
209 948-9119 (Fax: 209 948-1621)

POSTED 3-17-16

1. **Communication** – please send your communication via email.
2. **Questions** – the last day to make inquiries is March 24, 2016.
3. **Answers** – clarifications and answers will be posted by March 31, 2016.
4. **Proposals due** promptly by 2:00 pm, Thursday, April 7, 2016, City Clerk's Office.

POSTED 11-12-15

1. **Communication** – please send your communication via email.
2. **Questions** – the last day to make inquiries is November 19, 2015.
3. **Answers** – clarifications and answers will be posted by December 3, 2015.
4. **Proposals due** promptly by 2:00 pm, Thursday, December 10, 2015, City Clerk's Office.