



Memo: Lancaster County Solicitation No. 400200501
From: Cathy McDaniel, Procurement Director
Subject: Addendum No. 1
Date: April 27, 2020

Due to COVID-19, all bids are required to be submitted online. The online portal is located on the "Open Solicitations" page of our website. **Bids are still due by 2:00 PM on Friday, May 1st.**

The following questions were answered for this solicitation during the inquiry period:

1. Can you please explain what you mean when you say you want to include the procurement card program in the audit services? Can you be more specific? **Sample test of individuals, invoices, appropriate signatures, high spenders, etc.**
2. How many adjustments did the auditors propose in the prior year? **Two AJEs - Enterprise Fund One AJE- General Fund**
3. What was the prior year audit fee? **Not permitted to give fee amount at this time.**
4. What responsibility do you take in preparing the various sections of the CAFR-Introductory information, Letter of Transmittal, MD&A, statements, notes, SEFA, statistics? **The County takes full responsibility for the Introductory Section, MD&A, SEFA, and statistical section. Staff levels do not permit us to draft notes and statements at this time but staff is responsible for reviewing notes and statements to ensure they are presented fairly & are free from misstatements. The County gives the final approval before the CAFR is published.**
5. Are there any significant changes from the prior year that would have an impact on our proposal? **No significant changes other than a \$10M increase in General Fund budget. We are a growing County.**
6. Do you expect any significant changes in Federal and State funding? **The County expects no significant changes in Fed'l & State grant funding at this time. There may be some delays in other revenue sources received from the State due to COVID-19.**
7. Is there anything in particular that you were not happy with regarding the prior auditors' performance? **No**



8. Have the findings and recommendations from the prior year been resolved? **No financial statement findings but a recommendation for improvement of Information Technology and Cybersecurity- risk assessment and control**

Please note these changes and contact me at cdmcdaniel@lancastersc.net if you have any questions.

Best Regards,

A handwritten signature in black ink that reads "Cathy McDaniel". The signature is written in a cursive style and is enclosed in a light gray rectangular box.

Cathy McDaniel
Procurement Director