



**ADDENDUM NO. 1  
Issued March 27, 2009**

**TO**

**REQUEST FOR PROPOSALS  
FOR  
INDEPENDENT ACCOUNTING SERVICES  
(RFP Number FY09-FA-002)  
(RFP Issued March 2, 2009)**

**Note:** Proposal submitters are required to acknowledge this and all Addenda in Section 5(a) of the Proposal Form.

This Addendum consists of the Connecticut Resources Recovery Authority's (CRRA) responses to written questions that were received by CRRA by 3:00 p.m., March 20, 2009, the deadline specified in the "Instructions to Proposers" for the submission of written questions.

<b>1.</b>	Question	Is the type of audit required under this RFP a "yellow book" audit?
	Answer	Yes, the type of audit required under this RFP is a "yellow book" audit.
<b>2.</b>	Question	What was the total fee paid by CRRA for its 6/30/08 work (audit fees and other work (if any)? Please describe the other work, if any?
	Answer	The audit fees paid for the FY 2008 audit and other work were \$49,398.50. The "other work" included spare parts inventory observation, implementation of SAS No. 104-111 and other work outside of the scope of services.
<b>3.</b>	Question	What was the number and nature of audit adjustments - proposed and posted - for the 2008 audit?
	Answer	The audit adjustments proposed for the FY 2008 audit were a cash reconciling item, revenue/expense classification and accrued and un-accrued liabilities resulting in a change in net assets of (\$334K). None of the proposed adjustments were posted.
<b>4.</b>	Question	In reference to Exhibit A - Section 1.4, "Other services to be provided by the Firm," of the Independent Auditing Services Agreement, is it correct to say that the fee request in Section 5 (Proposal Price, et al) should include the Other Services to be provided from section 1.4 of the agreement?
	Answer	Yes, as the Contract Documents make clear in several places, all of the services identified in Section 1, including Section 1.4, of Exhibit A are part of the Fixed Fee Services and the cost of providing such services should be included in Section 1 of the "Proposal Price and Payment Rate Schedule Form."
<b>5.</b>	Question	Will CRRA supply the audit firm with complete financial statement and CAFR packages (i.e., financials, notes to financial, statistical data in report-ready form) or will the audit firm have to word and excel process the reporting packages?
	Answer	Yes, CRRA will supply its annual financial report and CAFR in report-ready form.
<b>6.</b>	Question	Who is the auditor for the last fiscal year?
	Answer	The auditor for FY 2008 was CCR, LLP (Glastonbury, CT).

<b>7.</b>	Question	As part of the audit process, can the selected auditor contact previous auditor(s) for copies of work papers?
	Answer	Yes, with CRRA's permission, the selected auditor may contact the previous auditor(s) for copies of work papers.
<b>8.</b>	Question	Could you provide approximate total hours of the RFP? If this is not defined, could you kindly provide how many hours were reported in the last audit or roughly how many people were assigned for fieldwork last year to perform the audit and any other required services?
	Answer	The FY 2008 audit took approximately 2½ - 3 weeks of staff time. Auditor staff assigned for fieldwork were one staff, one senior staff and one audit manager.
<b>9.</b>	Question	Where are the books, records and personnel located for the purpose of audit?
	Answer	The books, records and personnel for the purpose of an audit are located at CRRA's headquarters, 100 Constitution Plaza, Hartford, Connecticut.
<b>10.</b>	Question	Do you expect the auditor to perform any audit procedures at a location outside the State of Connecticut?
	Answer	No, CRRA does not expect the auditor to perform any audit procedures at a location outside of Connecticut.
<b>11.</b>	Question	Is there any special consideration for a minority owned small CPA firm in awarding these projects, as per the provisions of The Code of Federal Regulations - Title 13 - Part 121 and/or The Federal Register Executive Order 11625?
	Answer	In selecting a preferred proposer, CRRA takes into consideration proposers responses to the "Questionnaire Concerning Affirmative Action, Small Business Contractors and Occupational Health and Safety" (Section 8 of the RFP Package Documents).
<b>12.</b>	Question	Are there any other state or federal statutes that would be considered in awarding the projects to a minority owned small business?
	Answer	In selecting a preferred proposer, CRRA adheres to any and all state and federal statutes and regulations that relate to the award of a project to a minority-owned small business.
<b>13.</b>	Question	Are there any restrictions or minimum requirements for the size of the bidding auditing firm?
	Answer	No, CRRA has not established any restrictions or minimum requirements on the size of an auditing firm to be selected as the preferred proposer.

<b>14.</b>	Question	Please provide a copy of the last annual report for the fiscal year 2008.
	Answer	A copy of the audit report for Fiscal Year 2008 is attached to this Addendum.
<b>15.</b>	Question	To hand deliver the proposal at your office, what is the formality that must be complied with?
	Answer	A proposer that wishes to hand-deliver a proposal to CRRA must meet all of the requirements specified in the RFP Package Documents with regard to preparation and submission of a proposal. The proposer must register with security personnel in the lobby of 100 Constitution Plaza. Security will contact CRRA and arrange for the proposer to access CRRA's offices. The proposer should deliver the proposal to the CRRA receptionist.