

Epiphany Community Health Outreach Services
Request for Proposals for
Bookkeeping/Accounting Services (ACCT1A)

RFP Questions & Answers 9/25/23

General

1. What is the reason for issuing an RFP? *We are considering our auditor options. It has been 6 years since our last Audit RFP was issued, and it is time for us to do it again.*
2. Is there a mandatory rotation requirement? *No. Not at this time.*
3. Are the current auditors eligible to submit a proposal? *All auditors are eligible to submit a proposal.*
4. How long have the current auditors been the auditors for ECHOS? *Since 2017.*
5. The RFP mentions a “selected contractor.” Is there a current RFP for a contractor? *This is an RFP for an auditor.*

Financial Statement and Single Audit

1. Provide the number and nature of audit adjustments as proposed by the current auditor for the most recent audit, if any. *1 for \$2,752.00 to correctly state a reimbursement to revenue from expenses.*
2. Do you anticipate any significant changes in activities, systems, or changes in key accounting personnel in the near future? *No.*
3. What were the most significant challenges incurred during the 2022 audit, if any? *There really weren't any.*
4. What were the audit and tax fees for 2022? *This is confidential information.*
5. Looking forward to after next year's audit is issued – what would cause you to look back and say that the audit process went very well and the auditor really added value to the organization? *Review of our internal control systems with observations on industry best practices. We understand that the auditor must remain independent and cannot establish our internal controls, but we value their expertise and experience with other like organizations, not only to improve our financial management, but also to make the audit process smoother for both parties. That once a year, independent assessment of our processes is highly valued by management and the board.*
6. Can you please provide us your most recent audit report and 990 tax return? *These are posted on our website at www.echoshouston.org under the About Us tab.*