

Proposers for the audit have asked for the following information:

1. Per the audit RFP, the Riverview Towers LLC audit report and tax return completion are to take place by February 28.
 - a. When does this fieldwork typically take place? – Usually the end of January
 - b. How long has fieldwork typically lasted? - Between two to three days
 - c. How many auditors are on sight? – Usually two
 - d. Do you know the approximate number of hours spent on the Riverview Towers LLC audit report and tax return? – Unsure
 - e. What financial software is utilized by the Riverview Towers LLC? – We use HDS however Hawkins Ash CPAs is our fee accountant and completes all of our financials.
 - f. To what extent are the Riverview Towers LLC's accounting records electronic? Would the CDA consider providing data through a secure portal to allow for some audit procedures to be completed remotely? – I'm sure that Hawkins could provide the information electronically
 - g. Would it be possible to obtain a copy of Riverview Towers LLC's 2015 tax return? - Yes
 - h. Does Riverview Towers LLC typically have audit adjustments? If so, please indicate the nature and extent of the adjustments. Now are posted on the RFP page.

2. Per Section I.2 of the audit RFP, the CDA financial and compliance audit fieldwork and financial statement completion is to take place by May 5; however, in section II.5 April 10th is listed. Please clarify expectations for CDA fieldwork and report completion dates.
 - a. When does this fieldwork typically take place? – Usually in April
 - b. How long has fieldwork typically lasted? - three days
 - c. How many auditors are on sight? – Usually three
 - d. Do you know the approximate number of hours spent on the CDA financial and single audit? - Unsure
 - e. What financial software is utilized for the CDA? – Same as above
 - f. The RFP indicates that the CDA's financial statements are prepared by the auditor. Please confirm whether the auditors draft both the CDA and Riverview Towers LLC financial statements. Does CDA staff prepare the management discussion and analysis? – Auditors prepare both financials and CDA director prepares MDA.
 - g. Is the CDA expecting any significant changes in funding levels or additional federal or state grants for 2016 and beyond? If so, please describe. – We are federally subsidized and funding fluctuates each year. We do not receive any state funding as far as I am aware
 - h. Does the CDA typically have audit adjustments? If so, please indicate the nature and extent of the adjustments. – Now posted on the site.

Audit Fees for CDA were \$6,950 for CDA and \$8,225 for Riverview Towers inclusive of tax returns.