



ADDENDA #2 TO RFP-SJR-FNDN-11-2023  
November 16, 2023

1. How many staff are in your accounting department?
  - a. 1
2. Do you outsource any accounting functions?
  - a. No
3. When would you like to commence the audit work?
  - a. May 2024
4. When would you like a draft of the audited financial statements?
  - a. Early August 2024
5. When would you like the final audited report issued?
  - a. Late August 2024
6. When would you like the tax return filed?
  - a. November 2024
7. Is a separate audit and tax return required for the SJR Student Housing Corporation?
  - a. Yes
8. Please provide a copy of the prior year's financial statements and tax return for SJR State Foundation and SJR State Student Housing Corporation.
  - a. <https://www.sjstate.edu/pdfs/FY2023-foundation.pdf> - we don't have the Housing Corp. Statement. It was newly formed. 990 attach
9. Have there been any changes to key management or staff in the last two years?
  - a. Yes
10. Have there been any major IT system changes in the past two years?
  - a. No
11. Do you prepare your own financial statements, or do you expect the audit firm to prepare the statements?
  - a. Audit Firm
12. Did you receive any management letter findings for your most recent audit?
  - a. No
13. What were the prior year fees for these services?
  - a. For the 2022 we paid \$15,600.00
  - b. For the 2023 Year we have only paid the first installment of \$10,000.00.
14. What do you have budgeted for the current year for these services?
  - a. Budget is the amount last year's audit cost.

15. Did you have any negative experiences with your prior auditor that would prevent them from continuing on as the auditor?
  - a. No
16. Do you foresee your previous auditor bidding on this contract?
  - a. Yes
17. Is there anything you would like to see improved from the prior year's audit experience?
  - a. No
18. Historically, has your audit been performed onsite or remotely?
  - a. Both
19. Do you have electronic records that can be shared with the audit firm?
  - a. Yes

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