



UNIVERSITY OF GUAM  
UNIBETSEDÁT GUAHAN

Administration and Finance  
Consolidated Procurement Office

## AMENDMENT 1

**REQUEST FOR PROPOSALS**  
**UOG RFP No. P29-09**  
Date Issued: September 8, 2009

### INDEPENDENT FINANCIAL AUDITOR

This is to notify all prospective offerors of the following amendment:

The Deadline for Submission shall now read as follows: Wednesday, September 16, 2009 no later than **4:00 p.m.** Chamorro Standard Time (Guam Time)

All other term and condition remains the same.



V.T. BORJA  
Supply Management Administrator

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Please acknowledge receipt and fax to 734-3118:

Name of company: \_\_\_\_\_

\_\_\_\_\_  
Print Name/Signature/date

**QUESTIONS AND CONCERNS FOR UOG RFP P29-09  
INDEPENDENT FINANCIAL AUDITOR**

1. **Question:** Would UOG seriously consider an audit firm that is not located in Guam?

UOG response: Yes

2. **Question:** Why is the UOG going out for proposal?

UOG response: FY2008 was last of 3 audit periods under the last independent auditor.

3. **Question:** Does the RFP include the audit of the Foundation, UOG's component unit or is that a separate proposal with the Foundation?

UOG response: No, UOG Foundation is a separately audited.

4. **Question:** What are the anticipated timeline to perform interim audit work and final fieldwork?

UOG response: See RFP

5. **Question:** How soon after September 30, 2009 will UOG have its books closed and ready for the auditors to begin final fieldwork?

UOG response: November 13, 2009

6. **Question:** Were there any journal entries discovered by the auditors during their audit process for 2008?

UOG response: Yes.

7. **Question:** How many auditors and how many days were the auditors in the field for interim and final fieldwork?

UOG response: 3

8. **Question:** What audit schedule works the best for UOG?

UOG response: Anytime; UOG secures a place for the independent auditors.

9. **Question:** Are all the accounting records in a central location or are they at decentralized sites?

UOG response: All documents are centrally located in the Administration Bldg-Business office, except for SFAP and FAO which are located in the Field House approx. a quarter mile from the Business Office.

10. **Question:** What were the audit fees for the 2008 audit? If applicable do the fees include the audit of the Foundation?

UOG response: N/A.

11. **Question:** Who prepares the financial statements? If UOG prepares the financial statements when will the financial statements be ready to be reviewed by the auditor?

UOG response: (1) UOG. (2) November 16<sup>th</sup> but an interim can be performed right after the winning bidder is informed..

12. Question:: We noticed there were approximately 6 major programs, including clusters, for 2008 do you know how many major programs are anticipated for 2009?

UOG response: About 8

13. Question: Does UOG expect entrance and exit conferences?

UOG Response: Yes, UOG will accept via teleconferencing. I do not know about OPA.

14. Question: Is the auditor expected to do a presentation to the OPA or any other governing body after the reports have been issued?

UOG response: Budget and Finance Board and Board of Regents

15. Question: What does UOG find/define value from its auditors?

UOG response: Compliance with grant laws, grant management

16. Question: Is it anticipated that the UOG will prepare all the necessary schedules and confirms required to perform the audit?

UOG response: Yes.

17. Question: What were the major audit issues identified for 2008? No reportable conditions. Any anticipated ones for 2009?

UOG response: Perhaps better grant management and better monitoring of compliance requirements

18. Question: Does the UOG allow for change orders for additional work performed that is outside of the scope of the audit but is necessary for issuance of the report?

UOG response: Rarely, but will do so if necessary

19. Question: What part of the audit process would UOG like to improve over the past audits?

UOG response: More detailed testing on grant compliance

20. Question: How many hours did the 2008 auditors report that were needed to accomplish the audit?

UOG response: Can't tell, UOG not monitoring this.

21. Question: Our audits are paperless. Will the schedules and other work papers prepared by UOG be in electronic form?

UOG response: Combination of electronic and paper format

22. Question: What transition issues would UOG be concerned about if the audit is awarded to new auditors?

UOG response: Good Knowledge and strong audit skills in developing audit program for a higher education environment that has robust grant awards; attuned to ARRA compliance requirements

23. Question: Have there been any significant changes in key staff in the past year that would affect the 2009 audit?

UOG response: No.

24. Question: #8g talks about personnel, equipment and facilities being available. Could you please clarify by what you mean as facilities? Facilities on Guam or our office or what?

UOG response: This is saying that your company should have or demonstrated that you have personnel, equipment and facilities available on Guam at the time of contracting.