STATE OF NEW HAMPSHIRE

BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX
25 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6398

ADDENDUM # 1 TO RFP INVITATION # RFP 2017-186

DATE OF BID OPENING: June 30**,** 2016 **TIME OF BID OPENING**: 3:30 PM (EST)

FOR: **457(b) Plan Audit Services**

QUESTIONS AND ANSWERS:

Q:1 Were there any adjustments proposed by the auditors for FY 2014 other than cash to accrual adjustments?
A:1 The auditor noted that because the Plan lacked a General Ledger, that they had to "…propose a number of adjusting journal entries and prepare the Plan's financial statements in accordance with accounting principles generally accepted in the United States of America.". The management letter for the FY 2014 audit is attached.

Q:2 For the FY 2016 audit, how soon after year end is the information available to prepare financial statements and perform the testing necessary for the audit?
A:2 For the FY 2015, the "audit package" was downloaded from Empower on February 3, 2016. We expect the same time frame for the FY 2016 audit.

Q:3 When did the prior auditors perform the audit testing?
A:3 For the FY 2014 audit, document requests for internal control testing began April 1, 2015. The auditor was onsite in NH in late April 2015.

Q:4 Does the Plan intend to have the auditor awarded the contract to continue compiling the trial balance and preparing the financial statements?
A:4 The Plan does not require the selected auditor to "compile" the trial balance and financial statement, as the Plan now prepares those for the auditors use. However, the Plan may require technical assistance to ensure the financial statements are properly reported and presented in accordance with the Governmental Accounting Standards Board (GASB).

Q:5 If the Plan could change one thing about the audit process what would that be?
A:5 We have no suggested changes at this time.

Q:6 What are the key qualities that the Plan is expecting from their auditors?
A:6 Please refer to the four bullet points at the top of Page 4 of RFP# 2017 - 186 as well as the Scope of Services.

Q:7 Have there been any reporting differences reported between the participant data reported by Empower and the investment portion reported by Great-West?
A:7 No.

Q:8 Have there been any significant amendments to the Plan in FY 2015?
A:8 No.

Q:9 Have there been any changes in the investment options provided in the Plan in FY 2015?
A:9 Yes, the Plan discontinued the Pimco Total Return Fund, mapping all assets to the Dodge & Cox Income Fund on March 18, 2015. This was the only investment option change in FY 2015.

Q:10 Will flash drives be accepted in lieu of CDs for the electronic submission?
A:10 Yes.

Q:11 With regard to RFP, Part III, page 14 of 21, items 6 and 7, would the Public Employees Deferred Compensation Plan consider limiting a Firm's response to the Office managing the audit and only for clients that are similar to the Deferred Compensation Plan (457(b), Defined Contribution or Defined Benefit Pension Plans)?
A:11 Yes, for a larger firm with multiple offices that would be acceptable.

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