



PROCUREMENT SERVICES

**CITY OF SURREY, SURREY CITY HALL
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ADDENDUM No. 1

REQUEST FOR PROPOSALS No.:	1220-030-2022-022
TITLE:	External Audit Services
ADDENDUM ISSUE DATE:	June 3rd, 2022
REVISED CLOSING DATE AND TIME	ON OR BEFORE THE FOLLOWING DATE AND TIME (THE “CLOSING TIME”): TIME: 3:00 P.M. (LOCAL TIME) DATE: JUNE 9th, 2022

INFORMATION FOR PROPONENTS

Proponents are advised that Addendum No. 1 to 1220-040-2022-022 is hereby issued by the City. This addendum shall form part of the contract documents and is to be read, interpreted and coordinated with all other parts. The following information is provided to answer questions raised by Proponents for the above-named project, to the extent referenced and shall become a part thereof. No consideration will be allowed for extras due to the Proponents or any sub-contractor not being familiar with this addendum. This Addendum No. 1 contains two (2) pages.

REVISED CLOSING DATE:

Proposals must be received on or before the following date and time
Time: 3:00 p.m., local time
Date: June 9th, 2022

ADDITIONS TO SCHEDULE A – SCOPE OF SERVICES:

2.3 below is to be added to Schedule A – Scope of Services section 2 Scope of Services:

“2.3 As Required Services

The City may require the preparation and review of Corporate tax return for SCDC (T2) and specified audit procedure for Beedie (partnership of SCDC). The services will be requested on an as-required basis at the sole discretion of the City.”

REVISED FEES TEMPLATE:

Please be aware that revised Fees Template file “1220-030-2022-022 External Audit Services - Fees Template - Add 1” has been uploaded with additional services (as noted above) to be priced.

QUESTIONS AND ANSWERS:

Q1. In addition to the audit services identified in the scope of the RFP, what other types of services might the City be interested in from your audit / professional services firm?

A1. In addition to the audit services, the City has added the preparation and review of Corporate tax return for SCDC (T2) and specific audit procedure for Beedie (partnership of SCDC) to the scope of the solicitation as noted above. Consulting services may be required, as determined by the City.

Q2. Are there any imminent or anticipated IT updates or changes?

A2. No significant IT updates or changes that the City is aware of.

Q3. How far along is the City with respect to the implication of PS 3280 Asset Retirement Obligations? Is the City using City personnel or an external consultant for the implementation project?

A3. In the summer of 2022, the Financial Reporting team will consult with various City Departments and hold discussion groups with other municipalities in order to ensure the accuracy, consistency, and completeness of asset retirement obligation is appropriately captured. Prior to implementing the adoption of PS3280 for the FY2023 consolidated Financial Statements, the external auditors will need to review over the scope and methodology applied. For the time being, no external consultants have been utilized.

All Addenda will become part of the Contract Documents.

- END OF ADDENDUM -