



Haldimand-Norfolk
REACH

supporting children, families, communities

Haldimand-Norfolk Resource, Education, And Counselling Help

Request for Proposal Financial Audit Services

Issue Date:

December 5, 2024

To:

Bidders for Haldimand-Norfolk R.E.A.C.H. Financial Audit Services

Subject:

Addendum No. 1

Question No. 1

Is there a preferred timeline for the audit?

Answer No. 1

The expected key dates, key deliverables and timing related to the audit can be found on page 5 of the Request for Proposal for Financial Audit Services.

Question No. 2

Is there a budget range or fee structure that you expect for this engagement?

Answer No. 2

We are looking for organizations who have experience in this type of work and are in a position to cost out the work accordingly. Please note that the bidder proposed budget for this work is referenced as an Evaluation Criteria which can be found on page 9, item 6.1 of the Request for Proposal for Financial Audit Services

Question No. 3

Can you confirm the total number of entities that will be included in the audit? Specifically, are there any subsidiaries, affiliated companies, or other related corporations that will need to be audited as part of this engagement?

Answer No. 3

There is only one (1) entity, Haldimand-Norfolk, Resource, Education And Counselling Help.

Question No. 4

A number of reference documents were requested, specifically:

- Audited Financial Statements for the previous two years for EarlyON Child and Family Centres, Special Needs Resourcing and Licensed Childcare

Answer: This was a new requirement for 2024 and is still in progress. A copy is not available at this time.

- Audit Report for calendar-funded programs (EarlyON Child and Family Centres, Special Needs Resourcing, Licensed Childcare)

Answer: The details of the Audit Report can currently be found in the fiscal Audited Financial Statements found at the bottom of [Agency's Accountability webpage](#).

- The latest copy of the Audit Report for fiscal year (DAP, PAR, Dedicated Supportive Housing) and the latest copy of the individual program Audit Letters (DAP, PAR, Dedicated Supportive Housing)

Answer: The Audit Reports and Audit Letters are summarized in the fiscal Audited Financial Statements found at the bottom of [Agency's Accountability webpage](#).

- Individual Ministry Audit letters (MCCSS, MoH) for the fiscal year.

Answer: The Ministry Audit Letters are a version of the fiscal Audited Financial Statements consolidated by Ministry.

- A copy of the 2023/2024 Audited Financial Statement package.

Answer: The 2022/2023 and 2023/2024 Audited Financial Statements can be found at the bottom of [Agency's Accountability webpage](#).

Question No. 5

Request to schedule a phone call to address specific follow up questions and gain an overview of the scope of the work.

Answer No. 5

Any further questions will be responded to via written Addendum as per the Request for Proposal guidelines. If any additional clarification is needed, please contact Brooke French, Executive Assistant by email at rfp@hnreach.on.ca.

END OF ADDENDUM