

NEWTON COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY
1st ADDENDUM TO RFP #22-02

1. Where will addendums be posted? **On the website and via email to all registered proposers.**
2. If submitting firms are not required to have a peer review per Georgia Code [43-3-17](#) and Georgia Rules and Regulations Chapter 20-13, will the firm still be considered? **Yes, a firm will be considered if it can cite the applicable exception to OCGA [43-3-17](#) and Ga. Reg. Chapter 20-13 which permits it to practice public accountancy without the requirement of satisfactory completion of a Georgia State Board of Accountancy approved peer review.**
3. The following questions are related to information contained in Exhibit B of the RFP.
 - a) Will the current independent contractor remain responsible for maintaining the books of Newton County Office of Economic Development? **Yes. No change from the current independent contractor is anticipated at this time.**
 - b) What is the monthly average number of transactions for the Newton County Office of Economic Development? **Approximately 20 debits and 5 deposits per month.**
 - c) How many bank accounts and credit card accounts need to be reconciled monthly? **One credit card account with four (4) cards issued to that account. Six bank accounts; four of which have limited activity, often less than two transactions per month.**
 - d) Are payroll services or 1099 preparation services required? **1099 preparation but not payroll.** If so, how many employees are on payroll? How many vendors required 1099s? **Five (5) vendors required 1099s for FY2021.**
 - e) Will a standard contract be provided upon award or will the winning firm provide an engagement letter for NCIDA's approval? **Engagement letter.**
 - f) What version of Quickbooks is currently being used, desktop or online? **Online.** If online, what is the subscription level? **QuickBooks Plus**