April 5, 2016

To: All Vendors

FROM: Stacy Sassman
Purchasing Agent

SUBJECT: Iowa State University Request for Proposal No. 63281 “Audit Services”
Bid Due: April 29, 2016 at 3:00 PM

Addendum #1

The following questions have been asked about the RFP:

1. When is the audit work done?
   
   Answer: Typically during the 3rd week of August. A preliminary report is needed by September 15th and the final report by mid-October for the Board meeting.

2. Is the preliminary report used for the University financial statements?
   
   Answer: Not necessarily, it is most likely used by the University for notes to the University financial statements.

3. How many people are on-site for the field work?
   
   Answer: Two people for 2 days and three people for 1 day.

4. How long has Schnurr been providing these services?
   
   Answer: 6 years

5. Can you provide the last two years of fees charged by Schnurr?
   
   Answer: 2015: $7,500.00
          2014: $8,800.00

6. Is a 990 required or is it just the audit?
   
   Answer: We aren’t required to fill out form 990. It is just the audit. There are very few journal entries, these include liability for sick leave and adjustment for the market value of investments.
7. Is there a value of the patents that is carried over on the balance sheets?
   Answer: No, we have some equity in small companies that generally have zero value.

8. There is a great change in the royalties year by year, can you explain?
   Answer: The patent that brought in the most royalties was for lead-free solder and the patent recently ran out. The royalties we receive fluctuates depending on our current licenses.

9. Are ISURF’s investments separate from ISU or are they pooled together?
   Answer: ISURF’s investments are pooled with ISU’s.

10. Are these investments consolidated in ISU statements?
    Answer: Not sure how ISU accounts for ISURF investments.

11. Is the ISURF Board of Directors separate from ISU?
    Answer: Yes, they are separate but some University leaders do serve on the ISURF Board.

12. Are there any issues or concerns with the current vendor?
    Answer: No.

13. Will this RFP be awarded based on lowest price?
    Answer: ISU awards based on best value using the evaluation criteria listed in the RFP. Price is only one of the factors used to determine the award.

14. What is the relationship between ISU and ISURF in regards to the FASB and GASB methods?
    Answer: We do not have an answer for this question.

Please acknowledge receipt of this addendum by signing in the space provided below and return this letter with your offer.

I hereby acknowledge receipt of this addendum.

________________________________________________________________________ Date____________________
Signature

________________________________________________________________________
Typed or Printed Name

________________________________________________________________________
Company Name