

Accounting Services RFQ Questions:

1. Are the audits for Indiana Stadium and Convention Building Authority and the Indiana Motorsports Commission currently performed by the Indiana State Board of Accounts?

*No, those audits are currently performed by Katz Sapper & Miller.*

2. Is there a current register of monthly entries that can be provided to expand on point #2?

*The entries are standard cash to accrual monthly entries-no cost accounting.*

3. On Point #6, when is the IFA typically audited? So that we can plan accordingly.

*Our fiscal year end is June 30. Our annual audit fieldwork is usually completed during the second and third weeks of August. Our audit has to be completed by mid-October to be presented to the Auditor of State.*

4. Who is currently performing the services requested in the RFQ?

*Crowe, LLP*

5. Are the requested accounting services limited to recording journal entries, or would it also include things such as completing bank reconciliations, processing AP, etc?

*The requested services are preparing entries and bank reconciliations for ISCBA and IMC. The AP is handled by Authority staff. Services also include preparing all stand alone audit reports for both ISBA and IMC. Assistance to the Authority for bond transactions, new and unique transactions, new accounting pronouncements, and review assistance of the Authority's financials.*

6. Have the stand alone reports for ISCBA and IMC been prepared in the past? If so, can you provide copies of these stand alone reports?

*Yes, located under the RFQ on our website.*

7. Are the services for each month of the year ended June 30, 2020 or only for June 30, 2020 closing entries and forward?

*Services required are for monthly and closing entries going forward.*

8. Will the entries be entered by the service provider or by Authority/ISCBA/IMC staff?

*The entries will be entered in MAS by Authority staff.*

9. Approximately how many monthly and year end close entries are currently being recorded for each of the three entities?

*ISCBA - approximately 10 monthly and additional 10 year end IMC - approximately 2 monthly and additional 5 year end.*

10. How many bank accounts does each entity have?

*ISCBA - 6 IMC – 3*

11. Approximately how many checks/equivalent are issued each month for each entity?

*ISCBA - 16 IMC – 2*

12. How does each entity track fixed assets?

*Currently, no fixed assets in ISCBA & IMC*