



**Purchasing Department**

140 Stonewall Avenue West, Ste 204  
Fayetteville, GA 30214  
Phone: 770-305-5420  
www.fayettecountyga.gov

April 14, 2021

**Subject: Request for Proposal #1945-P: Business Personal Property Compliance Audits  
Addendum # 2**

Gentlemen/Ladies:

Below, please find additional information for the above referenced Request for Proposal. You will need to consider this information when preparing your Proposal.

**Questions:**

- 1. On average, how many business personal property accounts are outsourced for audit to an accounting firm annually?**

On average, Fayette County has had approximately 15 audits performed annually by external auditors over the past 4 years.

- 2. How many business personal property accounts falling under Account Class D, E, and F are outsourced for audit annually?**

On average, approximately 11 accounts falling in Account Class D, E, and F are audited annually by an external auditor.

- 3. How much did Fayette County spend on outsourced, business personal property account audits in the past 3 years?**

For Fiscal Year 2018 to present, Fayette County has spent \$139,474 on external auditing of business personal property accounts.

- 4. The RFP stipulates the audits “be performed at the taxpayer’s .... location, or the...BTA office”. Confirm parts of the audit, primarily testing and analysis may be performed at the auditors’ office.**

The auditor will review the taxpayer’s records during the on-site visit. The auditor will complete a walk-through of the facilities to observe the operation and condition of the properties being audited/reported. All records requested by the auditor from the taxpayer will be available at the Fayette County location at the time of the audit or sent directly to the Fayette County BTA office for the auditor’s review. The testing and analysis that can be performed at the auditor’s office

results from a review of findings during the site visit and a review of taxpayer information at the BTA office.

Received by \_\_\_\_\_ Company \_\_\_\_\_

Note: Please sign and return this addendum with your submitted proposal. Any respondent not returning a signed addendum will still be responsible for compliance with any requirements, specifications, or changes contained in the addendum.

The due date and time have not changed. Proposals shall be received until 12:00pm, Tuesday, April 20, 2021 in the Purchasing Department, Suite 204. The time allowed for questions has expired.

Thank you for your attention to this matter.

Sincerely,

*Natasha Duggan for T. Burgess*

Ted L. Burgess  
Director of Purchasing

TLB\tc