

**New Mexico Retiree Health Care Authority**  
**RFP - Professional Audit Services**  
**RFP # 26-343-0380-00001**

Vendor Questions		Answers
1	Appendix D, Cost Proposal, what were the fees for the prior year's audits (financial statements, GASB 74/75 etc.)?	Cost for FY25 financial statement audit and other (GASB 74/75) was \$72,250 excluding Gross Receipts Tax.
2	Appendix D, Cost Proposal, what was the New Mexico Gross Receipts Tax (NMGRS) in the prior year's audits?	Gross Receipts Tax for FY25 audit was \$5,690
3	Appendix D, Cost Proposal, how many hours did the prior audit firm propose for each service in their previous proposal?	Approximately 310 hours for financial statement audit and 210 hours for Other (GASB 74 & 75) for FY25
4	Appendix D, Cost Proposal, does NMRHCA expect to expend over \$1 million in federal grant awards during any year during the contract period?	No
5	Section IV, Specifications, item A, Detailed Scope of Work, who are the individuals to oversee the preparation of the financial statements and GASB 75 schedules? What is their level of experience and knowledge?	Neil Kueffer, Executive Director with over 10 years' experience Sheri Ayanniyi CPA, Chief Financial Officer
6	Section IV, Specifications, item A, Detailed Scope of Work, how many employers were selected each year by the previous audit firm for testing member census data? How many samples of employees were selected for each employer?	a) Approximately 22 Samples were selected for employers and b) 70-80 samples for employees.
7	Section I, Introduction, item B, Background Information, have there been recent changes in key personnel in any of the department's accounting/finance functions or are there changes known for the future (retirements)?	None for recent changes or that we know of for future changes.
8	Section I, Introduction, item B, Background Information, does the NMRHCA expect any significant changes in the accounting system or other systems relevant to financial reporting during the contract term?	NMRHCA does not anticipate any significant changes in the accounting system or other systems.

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9	Section I, Introduction, item B, Background Information, is the majority of supporting documentation maintained electronically (e.g. PDF), such as checks, vendor invoices, cash receipts, timecards, personnel files?	Majority of supporting documentation is maintained electronically.
10	Section I, Introduction, item B, Background Information, does the NMRHCA use service organizations? Examples include payroll processors, workers' compensation or medical claims processors, hosted data centers, cloud service providers, and managed security providers. If so, approximately how many and for which transaction cycles?	NMRHCA uses third party administrators for self-insured medical and carved out pharmacy benefits. Currently a total of 3 companies.
11	Section I, Introduction, item B, Background Information, are any of the insurance activities fully insured (i.e. not self-insured)?	The benefits offered to our members is a combination of self insured medical plans and fully insured MAPD, dental, vision and life insurance plans.
12	Section IV, Specifications, item A, Detailed Scope of Work, what do you like about your current auditing experience? What do you wish you could change about your current auditing experience?	We are looking for an organization to meet the requirements as outlined in the RFP.
13	Section IV, Specifications, item A, Detailed Scope of Work, is there anything specifically that you are looking for in a potential new professional services firm?	We are looking for an organization to meet the requirements as outlined in the RFP.
14	Section IV, Specifications, item A, Detailed Scope of Work, what engagement process would the NMRHCA like to improve?	We are looking for an organization to meet the requirements as outlined in the RFP.
15	Section IV, Specifications, item A, Detailed Scope of Work, are the audits conducted remotely, using a hybrid model, or in-person full-time? Is the NMRHCA open to audits performed remotely?	Prior audits were conducted 50% in-person and 50% remote. However, NMRHCA is open to 100% remote as long as all deliverables can be met as required by the Audit Rule and GASB 74/75.

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16	Section IV, Specifications, item A, Detailed Scope of Work, can you provide the number of auditors and the time periods when interim and final fieldwork were performed?	a) Approximately 3 Auditors plus management. b) Approximately a week at the end of August and 2 weeks in early October
17	Section IV, Specifications, item A, Detailed Scope of Work, are there any significant changes in operations expected for the contract term?	NMRHCA does not anticipate any significant changes in operations during the contract term.
18	Section IV, Specifications, item A, Detailed Scope of Work, how many adjusting entries were there in the prior year? And if applicable, what was the nature of those adjusting entries?	a) One adjusting entry was performed for NMRHCA investment with the State Investment Council (SIC). b) Due to Market Value Adjusted Statement not received from the SIC until late October.
19	Section IV, Specifications, item A, Detailed Scope of Work, do you allow auditor's read-only access to your financial accounting system?	Access can be requested from the NM Department of Finance and Administration in relation the the SHARE Financials. Internal system would require a Business Associates Agreement.
20	Per Section III.B.1 page 22 of RFP, if a proposal contains confidential details (as defined in Sections I.F.6 and II.C.8), it requires: An unredacted copy (for evaluation) and A redacted copy (with blacked-out text). If our proposal includes sensitive information but only uses "CONFIDENTIAL" watermark (without blacking out any text), do we still need to provide 2 electronic copies? Or will 1 original suffice.	One unredacted proposal is required for the evaluation committee to use during the evaluation. A second redacted copy is required should there be an IPRA (Inspection of Public Records Act) request to provide the proposed information. Should there be any redacted information deemed proprietary and confidential this must meet the requirements of the Inspection of Public Records Act. Only one copy can be submitted if the company doesn't have any proprietary/confidential information if wishes to redact.