

**Workforce Solutions South Plains
RFP 2018-60-2003
Question and Answer Document #1**

Question 1:

Please provide a copy of your financial audit and single audit report for the year ended June 30, 2017.

Answer: See Attachment 1.

Question 2:

Please provide a copy of the most recent Communication with Those Charged with Governance letter for the financial audit (FYE June 30, 2017).

Answer: See Attachment 2.

Question 3:

Please provide a copy of the management letter for FYE June 30, 2017 audit, if any.

Answer: Not applicable.

Question 4:

How many adjusting journal entries did the external auditors propose for the financial audit for the fiscal year ended June 30, 2017?

Answer: Four (4).

Question 5:

What has the timeline been for the audit process of the financial?

Answer: November – March.

Question 6:

When were the following phases of the audit conducted: Planning, Risk Assessment, Interim Testing and Final Year-End fieldwork?

Answer: The Board sends requested documentation, trial balance, general ledger in November. Typically, field work has occurred in early December and/January. Audit Draft by end of January, presentation of draft report to Oversight Committee mid-February, and presentation to full Board end of February.

Question 7:

Does the Workforce Solutions anticipate any growth or funding issues that would impact the scope of the financial and single audit in fiscal year ending June 30, 2018, as compared to fiscal year June 30, 2017?

Answer: No.

Question 8:

Do you anticipate any federal grant programs or any major state grant programs, if any, that would be greater than \$750,000 for the FYE June 30, 2018? If so, how many of each?

Answer: Yes, Federal possibly 5 programs (Child Care and TANF tested in 2017) and State possible 3 programs (Child care tested in 2017).

Question 9:

What have the audit fees been for each of the last two fiscal years for the financial and single audits?

Answer: Range \$37,000 - \$39,000.

Question 10:

What are the budgeted fees for the FYE June 30, 2018 financial and single audit?

Answer: To be determined.

Question 11:

Does your financial/accounting staff prepare the annual financial statements and related disclosures?

Answer: Staff prepared the Schedule of Federal and State Expenditures.