



RFP FOR INDEPENDENT AUDITOR SERVICES FY2022-2024

ANSWER TO QUESTIONS RECEIVED

1. **Question:** What is the primary reason for WEDC issuing an RFP for audit services?
Answer: The end of our current agreement for the audit services and to follow our procurement policy.
2. **Question:** Has WEDC encountered any significant or unusual difficulties over the past three (3) years with the financial or single audits (with the current auditors, financial records, compliance with laws and regulations, etc.)?
Answer: No.
3. **Question:** Does WEDC expect any significant turnover in key accounting positions during the contract term (retirement, etc.)? Are there any significant accounting positions currently open that would impact the audit? If the answer is yes to either question, please describe.
Answer: No.
4. **Question:** What does WEDC value in an external audit firm?
Answer: Quality of service, knowledge and experience of the audit team, resources available to WEDC team throughout the year.
5. **Question:** Does WEDC anticipate any significant changes to its financial accounting software over the contract term?
Answer: No.
6. **Question:** What were the total audit fees paid for the 2021 audit year?
Answer: WEDC would prefer that you propose to us your fees independent of the fees we have paid to other firms in the past.
7. **Question:** Were there any other non-audit fees charged related to the 2021 audit year? If so, for what services and how much was charged?
Answer: No.
8. **Question:** What were the estimated hours spent for the 2021 audit?
Answer: Our prior auditors used fix rate cost.
9. **Question:** Please provide the following items related to the 2021 audit:
 - a. Management letter / report on internal control

THINK·MAKE·HAPPEN.

b. List of audit adjusting entries, if any

Answer: FY21 Annual Financial Comprehensive Report <https://wedc.org/inside-wedc/transparency/#reports>

FY21 Board Communication <https://wedc.org/inside-wedc/transparency/#reports>

There are no audit adjustment entries.

10. **Question:** What is the earliest date that WEDC has its records ready and available for auditing? If the financial statements, including schedule of federal awards, are not available at the start of fieldwork, please include what the typical timeline for when those reports are available as compared to fieldwork.

Answer: All records/ schedules are available for the audit within 5-6 weeks after the fiscal year end (at the start of the fieldwork). The financial statements are available for the initial review by the end of the fieldwork.

11. **Question:** It appears that the FY21 audit reports were not issued until November. Is there any information that you can provide related to the timeline for FY21 compared to what is being requested in the RFP (September 30th deadline)?

Answer: WEDC depends on certain GASB No. 34 footnote disclosures and financial statement entries for its pension and OPEB from the State of Wisconsin Retirement System. Delays in receiving that information have caused the delay in the issue date of the financials.

12. **Question:** Does WEDC require any assistance with the financial statements or schedule of federal awards, including but not limited to processing or production of the reports?

Answer: No.

13. **Question:** What do you consider to be WEDC's biggest fiscal challenge at this time?

Answer: it's more of an opportunity associated with the increase of our federal funding from ARPA to support our economic development programs.

14. **Question:** Is WEDC open to remote audit work and virtual meeting attendance?

Answer: Yes; however, we would like to implement a hybrid approach to our audit process moving forward.

15. **Question:** Section IV.a.ii of the RFP (page 4 of 8) includes a reference to *examinations* and internal audit standards. Can we assume that this is an oversight based on the scope of services requested in Section I of the RFP?

Answer: This will be applicable to other engagements if needed, such as Agreed Upon Procedures

16. **Question:** Has WEDC evaluated the impact of the implementation of GASB Statement No. 87 related to leases? If so, does WEDC anticipate needing assistance from its auditors for implementation of this standard?

THINK·MAKE·HAPPEN.

Answer: We are currently evaluating the impact of GASB Statement No. 87 on our leases. As we move forward with the implementation, we anticipate needing some guidance from our auditors to ensure proper implementation of the standard.

17. Question: To whom was the RFP sent and was it also posted publicly?

Answer: The RFP was published on VendorNet.wi.gov website and available for public.

18. Question: Would the Board like some audit team rotation? Or is there talk of audit firm rotation?

Answer: It will be helpful to include an option for audit team rotation.

19. Question: Are there any areas or items you are looking for that you were not getting from the current auditor?

Answer: No; however, we are always looking for ways to improve our audit process.

20. Question: Will fees be a primary factor in choosing the next auditor?

Answer: Evaluation of the proposals will be based on the proposer's relevant experience providing like services, the quality of the team dedicated to this project, the proposer's approach to the project and project timeline, and proposed fees

21. Question: Are you expecting a single audit for 2022 or any of the succeeding years?

Answer: Yes, we are expecting to have a single audit for FY2022.

22. Question: What would be the expected major programs?

Answer: ARPA Main Street Bounceback program

23. Question: With the due date of our work being done by 9/30, does that include the WRS actuary reports? Or do you mean your draft reviewed by us by then? This seems to be a change from the way we have been doing the audit; is that correct?

Answer: We would like to have our draft report reviewed by September 30th.

24. Question: In most proposals, we only put partners and manager resumes into the document. Would you want team members below that role to be included?

Answer: We would like to see the qualifications/ experiences of all team members involved in the audit, or at least the range of their qualification/ experience.