

Southern Indiana Works Audit RFP Question and Responses

1. What is the reason that your Organization is going out for proposal? Was there a problem with your prior service provider? Why is the RFP being issued after the end of your fiscal year to be audited?
 - The current audit contract has expired. The Board procures audit services every 3 years.
2. Will the prior CPA firm be allowed to propose?
 - Yes
3. What were the fees charged by the prior CPA firm and the number of hours?
 - Current fees are not disclosed. We do not track the number of hours.
4. How many days were the auditors' onsite in the prior year?
 - 7 days
5. How many auditors were onsite in the prior year?
 - 2 auditors
6. Are there any significant changes to the Organization (i.e. software, key personnel, and grants) or new contracts noted for the future that would impact the services to be offered?
 - There were no significant changes.
7. Was Management Comment Letter issued and if so, please provide a copy.
 - No management letter was issued
8. Have there been any IRS/DOL correspondence or audits within the past two years? If yes, please explain.
 - No
9. Will Management prepare the financial statements and notes, or is the expectation the auditors will prepare?
 - The expectation is that the auditors will prepare.
10. What is the name of the accounting financial software utilized?
 - Financial Edge
11. What systems are utilized to track Federal expenditures throughout the year?
 - Financial Edge
12. How do you monitor compliance with Federal grant guidelines for recipients from your Organization of pass through Federal funding?
 - The fiscal agent reviews all transactions for allowability and approves the cost allocation methodology. Management is aware of procurement and reporting requirements.
13. Is payroll processed in-house or by a third-party provider (ADP, Paychex, Kronos, etc.)?
 - Third-party provider
14. What is the approximate number of accounts in the trial balance (i.e. 50 or 2,000)
 - 50
15. Please provide a copy of the 2019 Form 990.

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- See attached.

16. What policies do you have in place as it relates to COVID-19 for vendors being on-site in your offices?

- Records are located at the fiscal agent's office. Currently, no on-site visits are permitted however all documentation can likely be provided electronically.

17. Are you open to a 100% remotely performed audit?

- Yes