

## RFP 2016-001

### Audit Services Q&As

- 1) Can PENNVEST provide the bidders with a copy of the prior year's audited financial statements?
  - a. See attached
- 2) Can PENNVEST please provide the bidders with the report issued for the compliance testing on the Federal Revolving Loan Program in accordance with the "Financial Statement Analysis Guide for State Revolving Loan Funds" prepared by the EPA?
  - a. See schedule in the Financial Statement.
- 3) Is a Single Audit in accordance with OMB Circular A-133 required for any federal funds expended?
  - a. A single audit is performed at an entity-wide level for the Commonwealth unless agencies elect to have individual Single Audits prepared. PENNVEST elects to have its federal funds tested as part of the entity-wide Audit currently conducted by CliftonLarsonAllen.
- 4) Was a management letter prepared by the auditor in the prior year? If so, can you please provide a copy?
  - a. E-mailed individually.
- 5) Does PENNVEST receive any SOC 1 reports? If so, for what processes?
  - a. No
- 6) Please describe the significant financial software applications that are used by the Authority.
  - a. The accounting and reporting system utilized by PENNVEST is SAP
- 7) Which firm performed the audit last year and how long were they under contract as the auditors?
  - a. Zelenkofske Axelrod LLC, under contract for 8 years.
- 8) How many hours were incurred by the prior auditor? Unknown.
- 9) Please provide a summary of other services provided by the previous auditor. Answer an occasional process question.
- 10) What was the fee for the prior year audit? Were additional services provided (i.e., comfort/consent letters for bond sales)? If so, what were the fees charged for each bond issue?
  - a. \$47,500.00
  - b. No
  - c. None
- 11) Were there any significant audit adjustments made to the prior year financial statements?
  - a. No significant adjustments were made..
- 12) Please describe the level of assistance, if any, required of the audit firm in the preparation of the financial statements and footnotes.
  - a. The auditors have maintained the template for financial statement and note disclosure preparation. Comptroller Operations and PENNVEST provide a working trial balance, record adjusting entries, and provide supporting schedules as requested.
- 13) Are the questions related to Emergency Preparedness, on page 21 of the RFP, required to be answered in the RFP, or up execution of a contract?

- a. Both
- 14) May we have a copy of the prior year's audit?
- a. See Question 1
- 15) How many audit adjustments were made last year and to what did they relate?
- a. See Question 11.
- 16) Can you disclose the previous year's audit fee?
- a. See Question 10.
- 17) How long (and how many) were the auditors in your offices last year (as best you can remember)?
- a. See Question 8
  - b. ??
- 18) Is the scope of services request in this RFP consistent with the services now being provided by your current audit firm?
- a. Yes
- 19) Were there any problems or disagreements with the prior auditors?
- a. No
- 20) Who drafts the financial statements and notes?
- a. See Question 12.
- 21) Have there been any significant operational changes since the prior year's audit?
- a. No.
- 22) Has there been any material fraud noted over the past 5 years?
- a. No.
- 23) Are there any contingencies or legal issues that could have an impact on future financials?
- a. None know.
- 24) What software does the Authority use?
- a. See Question 6.
- 25) What, if any, audit schedules are prepared by the accounting department for auditor?
- a. See Question 12.
- 26) What was the annual audit fee for FY 2015-2016?
- a. See Question 10.
- 27) How many days is the audit team typically on site?
- a. Unknown.