

AUDITING SERVICES

RFP#2022-07

Questions & Answers

Issued on 9/20/22

Q#1: What accounting software do you use?

A#1: Microsoft Dynamics, at present; however, it is our intention to source and implement an ERP suite next fiscal year.

Q#2: Do you outsource payroll and if so to what provider?

A#2: Yes; ADP.

Q#3: Could you please provide the most recent audited retirement plan financial statements?

A#3: UPO's Senior Leadership declines to offer and/or share any information about the Agency's retirement plan during the RFP process.

Q#4: When did the fieldwork for the retirement plan audit take place? Was it onsite or remote?

A#4: The associated fieldwork began in Feb2022; related work was conducted remotely.

Q#5: For fieldwork beginning in January 2023, are you expecting the auditors onsite the entire time or is there an option for a hybrid engagement (part remote and part onsite)?

A#5: We will consider all tenable options.

Q#6: How long were your prior auditors onsite? How many auditors were there?

A#6: No one was on site. It was conducted remotely.

Q#7: Have the findings from the 9/30/21 audit been corrected?

A#7: Almost all have been. We will complete the correction process during the coming fiscal year.

Q#8: Could you please provide the agency wide trial balance for 9/30/21?

A#8: UPO's Senior Leadership declines to offer and/or share any direct G/L information from the Agency's records during the RFP process.

Q#9: Could you please provide a copy of the audit adjustments from the 9/30/21 audit?

A#9: UPO's Senior Leadership declines to offer and/or share any direct G/L information from the Agency's records during the RFP process.

Q#10: Could you please provide the agency wide budget for 9/30/22?

A#10: A copy of UPO Budget FY22 is posted under the RFP.

Q#11: Have there been any significant increases/decreases in funding in FY 22?

A#11: Yes. Approx. \$15M in CARES Act-related funding.

Q#12: Are there any new programs in FY 22 that we would be required to audit as a major program?

A#12: No.

Q#13: Did the prior auditor issue a separate management letter with recommendations on improvements to processes, etc.? If so, can we please have a copy?

A#13: Yes. The prior auditors did issue a separate management letter. UPO Senior Leadership declines to offer and/or share the details of that document during the RFP process.

Q#14: Do you prepare the financial statements, including exhibits, footnotes and SEFA or have the auditors prepared in prior years?

A#14: UPO's Team prepares the financial statements and relevant exhibits, footnotes, and SEFA. However, we welcome the inclusion of such services in submitted proposals.

