



RFQ for Financial Auditing Services

Questions and Answers

1. **Question:** We received your RFQ and would like to request the following documents:
 - a. A copy of last year's audit report.
 - b. A current fiscal year budget for the audit services period related to the RFQ.

WSA Response: A copy of the prior year audit and the annual budget is available by sending an email directly to:

Armando Alferez
Contracting & Procurement Specialist
Email: aalferez@wsalamo.org
Phone: (210) 581-1057

2. **Question:** I am requesting the following information:
 - a. A copy of the most recent Communication with those Charged with Governance letter and related Management Letter for the financial audit FYE September 30, 2019.
 - b. A copy of the annual financial and single audit FYE September 30, 2019.
 - c. A copy of IRS 2018 Form 990 FYE September 30, 2019.
 - d. A copy of the annual budgets for Workforce Solutions Alamo for the FYE's September 30, 2020, and 2021

WSA Response: A copy of the prior year audit, annual budget, and Form 990. is available by sending an email directly to:

Armando Alferez
Contracting & Procurement Specialist
Email: aalferez@wsalamo.org
Phone: (210) 581-1057

3. **Question:** How many adjusting journal entries did the external auditors for the fiscal year ending September 30, 2019, proposed for the financial audit?

Answer: There were no adjusting journal entries for the external auditors for the fiscal year ending September 30, 2019.



4. **Question:** Does Workforce Solutions Alamo anticipate any growth or funding issues that would impact the scope of the financial audit in the fiscal year ending September 30, 2020, as compared to the fiscal year ending September 30, 2019?

Answer: As a result of COVID 19 Workforce Solutions Alamo received additional Child Care Funding from the Texas Workforce Commission. This increase the childcare budget from approximately \$53 to \$84 million for the period ending September 30, 2020.

5. **Question:** What has been the timeline for the audit process of the financial audit? When were the following phases of the audit conducted: Planning, Risk Assessment, Interim testing, and Final year-end fieldwork?

Answer: Workforce Solutions Alamo is requesting the offer to submit a plan to complete the annual audit with sufficient time for review and approval.

6. **Question:** Is Workforce Solutions Alamo satisfied with the above timeline or does Workforce Solutions Alamo prefer a revised timeline?

Answer: Workforce Solutions Alamo is requesting the offer to submit a plan to complete the annual audit with sufficient time for review and approval.

7. **Question:** What have the audit fees been for each of the last two years for the financial and single audits?

Answer: The historical fee for the annual audit averages between \$65,000-\$70,000.

8. **Question:** What are the budgeted fees for the 2020 financial and single audit?

Answer: The budgeted fees for the audit are \$80,000.

9. **Question:** Does your financial/accounting staff prepare the annual financial statements and related disclosures?

Answer: Yes

10. **Question:** Has WSA had any significant turnover in its fiscal staff since FYE September 30, 2019, to the present?

Answer: For the period end September 30, 2020 there was a fiscal staff turnover of one position.