



Financial Audit Services RFQ – Q&A 03.19.24

1.Question: What are the reasons for the request for proposal?

Answer: *A procurement for Audit Services was requested in 2023 by the WSW Finance Committee and Executive Board. After receiving only one response, re-procurement was requested for 2024.*

2.Question: Have there been any disputes with your current auditor regarding interpretation of generally accepted accounting principles?

Answer: *No*

3.Question: Historically the WIOA Cluster has been the only major program for WSW. Do you expect this to be the case for fiscal year ending June 30, 2024?

Answer: *WSW has no expectations regarding the selection of the major program.*

4.Question: Describe the normal timing in which WSW completes its year-end closing processes and is ready for the audit.

Answer: *WSW expects the year-end close to be completed and ready to begin the audit no sooner than October 1.*

5.Question: The RFQ contains timing expectations for the audit and related presentation to the Board to be completed by January 15. The audited financial statements for June 30, 2023 were not issued until January 24, 2024, what were the circumstances leading to the delay on this timeline for FY06.30.23?

Answer: *January 15th would be the earliest expected date of the presentation. The timing of the availability of the Finance Committee and Executive Board dictates the timing of the presentation.*

6.Question: Does WSW draft the financial statements, or does the auditor typically assist with the drafting?

Answer: *The auditor assists with the financial statements.*

7.Question: Who are the users of the financial statements?

Answer: *The Audit Report and Financial Statements are for internal use, and for presentation to the Board of Directors and Board Committees. The reports are also used in funding applications.*

8.Question: Has WSW received a management letter from the auditors in the past and if so, what were the nature of the comments and has WSW addressed those comments?

Answer: *There has been no management letter issued to WSW since 2010. WSW leadership is unaware at this time of any prior management letters issued.*

9.Question: Does the current auditor typically propose adjusting journal entries and if so, what is the general nature of those adjustments?

Answer: *Adjusting journal entries to record depreciation are proposed each year.*

10.Question: Please provide a brief description of WSW's monitoring process for subrecipients.

Answer: *The WSW monitoring policy is available on our website*

<https://workforcesw.org/wp-content/uploads/2003-rev-5-monitoring-policy-.pdf>

11.Question: When do you expect the 990 for FY06.30.23 to be completed? If available prior to RFP due date, please provide a copy.

Answer: *The 2023 Form 990 will go the Executive Board for review on April 24 and is expected to be filed within one week of that date.*

12.Question: The RFQ states WSW's projected funding for the fiscal year ended June 30, 2024 to be approximately \$10 million. This is a significant increase from the total funding received for the fiscal year ended June 30, 2023 of approximately \$7.4 million. Please provide a brief explanation for the expected increase including whether this increase includes any new funding sources not under the WIOA Cluster.

Answer: *Budgeted total spending for FYE 2023 is \$9.4 million. This figure does not include funds held back for future years. Other significant funding sources for WSW are National Dislocated Worker Grants and Community Project Funding Grants from The Department of Labor, Employment and Training Administration , as well as federal funds through the Washington Department of Commerce, Washington Department of Commerce Community Reinvestment Funds, and Washington State General Funds.*