



**CENTRAL PENNSYLVANIA WORKFORCE DEVELOPMENT BOARD**  
**RFP Single Audit Services**  
**Questions and Answers**

**Posted 4/30/21:**

1. Can you provide the following:
  - Copy of the 6/30/2020 audit
  - Copy of the 6/30/2020 990
  - Trial balance at 3/31/2021

A: Documents have been uploaded in the Q&A section of the website.

**Posted 5/3/21:**

1. How many audit adjustments were made last year and to what did they relate?

A: 4, A/R balance, 2 deferred revenues, and reclass contribution to donor restricted funds

2. Why is CPWDC bidding out these services?

A: Per the Pennsylvania Financial Management Guide, audit services must be competitively procured at a minimum of every 3 years.

3. Is your current auditor being invited to bid?

A: The prior auditors were sent notification of the proposal as part of our notification list.

4. Can you disclose the previous year's audit fee?

A: \$10,395

5. How long (and how many) were the auditors in your offices last year (as best you can remember)?

A: 2 staff for 2 ½ days is typical.

6. What is your required and preferred timing for the fieldwork?

A: Between October-December is the preferred timing.

7. Is the scope of services requested in this RFP consistent with the services now being provided by your current audit firm?

A: Yes.

8. Were there any problems or disagreements with the prior auditors?

A: No, per the Pennsylvania Financial Management Guide, audit services must be competitively procured at a minimum of every 3 years.

9. Have there been any significant operational changes since the prior year's audit?

A: No.

10. Has there been any material fraud noted over the past 5 years?

A: No.

11. Are there any contingencies or legal issues that could have an impact on future financials?

A: No.

12. Was the prior year audit performed remotely and do you prefer/anticipate remote service going forward? If so, do you electronically scan invoices, receipts, as well as bank statements and reconciliations? What specific information is expected to be reviewed on-site?

A: The prior year audit was performed in person although social distanced and following all CDC guidelines. The preference would be for the auditors to come on-site.

13. Does your incumbent audit firm provide any other assistance in addition to the audit?

A: Preparing Form 990.