

# RFP Audit Services City of McMinnville

Addenda I Responses to Proposer Questions and Requests for Clarification

2/23/2021

Note: The City has reviewed questions received by deadline of 2/22/2021 and offers the following additional information for proposers.

**How many weeks or days of fieldwork were scheduled for last year's audit, and how many auditors worked on the engagement (either on site or virtually)?**

One week interim, two weeks final scheduled

Five people, I believe, have worked on different facets of the audit and preparation of the financial statements

**Will the City require auditors to be onsite for fieldwork, or is the City open to virtual audit fieldwork during the COVID-19 pandemic environment?**

All field work was done remotely this cycle. This seemed to work well and even with re-opening likely for next year and beyond, I would encourage continuing remote methodology at least in part for future audits

**What are the most important qualities the City is looking for in an audit firm?**

Please see evaluation criteria on page 17 or RFP for summary of qualities under consideration and their relative importance to the City.

**Has the City been satisfied with the service provided by its current auditor? If not, what service related or other aspects would the City like to see improved with its next audit? Is the current audit firm eligible for re-engagement?**

The City is entirely satisfied with the current firm and its services. This RFP has been issued solely due the close of possible annual extensions under the current contract. The current audit firm may be re-engaged.

**Have there been, or will there be, any changes in the IT systems in 2021 or during the course of the next audit contract? If so, which systems will be impacted and in which year?**

As noted in the RFP it is possible that the City will implement a module of its current ERP (New World Systems, a Tyler product) that would allow it to produce the CAFR and financial statements but it will not affect the FY21 or FY22 years. Technology systems related to financial activities have been updated during FY21 but nothing of significance.

**Were there any material weaknesses or significant deficiencies noted in the City's most recent audit?**

The City did file a Plan of Action with the State of Oregon for its FY19 financial statements due to a material weakness deficiency caused by turn-over in management.

**Are there any significant or new transactions that are expected to impact the City's financial statements or operations for the upcoming audit?**

Some significant changes in accounting practice took place in FY20 but none leap to mind for the FY21 period.

**Has the City received CARES Act funding during 2020 or 2021?**

Yes, CARES Act funding has been received and will trigger single audits for both years.

**Is the City planning to early adopt any new accounting standards? If so, which standards will be early adopted over the course of the next audit contract?**

Not at this time.

**What are the fees the City paid for its most recent financial statement audit? In addition, what were the fees paid for the most recent audit of the McMinnville URA?**

FY20 City audit	64,400
FY20 City CAFR, RSI, etc draft	10,000
FY20 single audit	5,775
FY20 UR Audit	5,650
FY20 UR Fin Stmts	5,000

All costs are not to exceed figures, actual cost will be based on time at standard rates and out of pocket costs