

**List of Audit RFP Questions
Clarification and Answer log**
September 1, 2020

Date of question/clarification	Requested by:	Question/Clarification	Answer
09/01/2020	MUN CPAs	What is the reason you are considering changing the auditor?	The contract with the prior auditing firm was completed with the 12/31/2019 audit. Now, the Conservancy's Board of Directors has directed the RFP be released to both give other firms a chance at the work and also to test the market for audit services.
09/01/2020	MUN CPAs	Have there been any changes in your accounting system or software since last year?	No, however, we are researching new accounting software systems and considering a change.
09/01/2020	MUN CPAs	Have there been any major changes in staff turnaround in the past year?	We have had two individuals leave (one retired and one moved out of state) who were involved with the accounting process. However, neither were management team members.
09/01/2020	MUN CPAs	Do you expect to have any retirement or replacement of key employees?	We do not anticipate any changes in key employees.
09/01/2020	MUN CPAs	Please list the staff members in finance and their years of experience with the organization at that position.	Kimberli Burns has been with the Conservancy for 16 years. She has been the Conservancy's Chief Financial Officer since October 2016. Before that she was the Conservancy's Manager, Accounting and Finance.
09/01/2020	MUN CPAs	How many adjusting entries did you did you have last year?	We had approximately 20 adjusting entries at 12/31/2019.

09/01/2020	MUN CPAs	Were there any material weaknesses, significant deficiencies or control deficiencies? If so, please provide relevant reports.	There were no material weaknesses, significant deficiencies or control deficiencies.
09/01/2020	MUN CPAs	Will the staff or auditor be required to draft the financial statements?	The auditor will be required to draft the financial statements.
09/01/2020	MUN CPAs	About how much time did the prior year auditors spend onsite to conduct their audit?	The prior year auditors spent approximately four days onsite for field work.
09/01/2020	MUN CPAs	Are the prior year auditors being invited to bid?	Yes, the prior year auditors have been invited to bid.
09/01/2020	MUN CPAs	What were the prior year fees?	The Conservancy paid \$25,000 for its 2019 audited financial statements.
09/01/2020	MUN CPAs	Are there any new services in this RFP that were not included in the prior year?	Tax services were not previously included in the prior contract.
09/01/2020	MUN CPAs	How did you hear about us?	Sacramento Business Journal
09/02/2020	MGO CPA	Can tell me the total professional fees paid to the firm that performed the independent audit last year for the Conservancy?	The Conservancy paid \$25,000 for its 2019 audited financial statements.