



## Request for Proposal for Professional Auditing Services: Q&A

*This document contains the questions and answers received prior to the deadline for submission of questions, 4/10/19, 5pm PST.*

1. Could you send us last year's financials, so that we could get a glimpse at RCEA to help us determine how to proceed with this RFP?

*Our audited financial statement for the fiscal year ending June 30, 2017 is now available from our website. We have also linked to where our monthly financial statements can be found: <https://redwoodenergy.org/services/contracting-opportunities/>.*

2. Would you be able to forward the most recent two years audited financial statements and the unaudited financial information for the year ended June 30, 2018?

*They are available here: <https://redwoodenergy.org/services/contracting-opportunities/> under the "Business and Administration" section. Our unaudited financial information is available in our monthly Board of Director's business meeting agenda packets, linked on the above referenced webpage.*

3. Were your GASB 68 pension balances calculated by an actuary or other third party, internally or with help from your prior auditor.

*We do not have any pensions.*

4. If you have another postemployment benefit plan (retiree medical benefits), have you had an actuary complete a valuation as required by GASB 75?

*We do not offer a defined benefit plan to employees.*

5. When was the last inventory of your depreciable property completed?

*For the last audit (FY16-17).*

6. Have you had or do you anticipate any management turnover?

*Yes, we have had recent management turnover; we don't expect anymore anytime soon.*

7. Have you had or do you anticipate any council member turnover?

*Yes, we have board member turnover almost every year. Our Board of Directors is comprised of elected officials who are appointed by their respective agencies, and some only are appointed for a year-long term.*

8. Do you plan to issue any debt, or have you issued any debt since your last audit?

*No, we don't issue debt.*

9. What was the all-inclusive cost of your 2017-18 audit by service component?

*This RFP is for our 2017-18 audit.*

10. Please provide a copy of your 2017-18 audit report and any related management letters.

*Our previous audit information is available here: <https://redwoodenergy.org/services/contracting-opportunities/> under the "Business and Administration" section.*

11. Can you please comment on the decision to present all of RCEA's activities as enterprise funds? Historically RCEA's energy efficiency programs were presented as governmental funds.

*RCEA became a community choice aggregator in May 2017 at which time staff and our previous Auditor decided to make that change.*

12. Can you please provide the contact information for your prior auditor/current accountant at David L Moonie & Co? We would like to have a brief conversation to discuss their role in RCEA's financial processes.

*Matthew Hague, CPA. [mhague@dml-cpa.com](mailto:mhague@dml-cpa.com), 707-442-1737.*

13. Can you comment on the current status of the findings from the 6/30/17 audited financial statements? Have these findings been addressed?

*All the findings have been addressed, except the following: 2017-3: due to staff turnover/short-staffing, we have continued to be untimely in our monthly bank reconciliations. 2017-5: due to staff turnover/short-staffing, we have been unable to close our annual accounting period in a timely manner for FY ending June 30, 2018.*

14. Can you please comment on the timing of the issuance of the 6/30/17 financial statements?

*RCEA has struggled to close their accounting period and get audits completed in a timely manner. We hoped to "catch-up" this year, however our Auditor declined to continue providing*

*auditing services due to the changes in RCEA business (becoming a CCA), and we had some management turnover that caused delays.*

15. For cost and time efficiencies is RCEA comfortable and capable of providing the majority of the audit documentation electronically?

*Yes. We have a secure file-transfer server and/or can provide password-protected ZIP files.*

16. The RFP mentions multiple meetings with the finance committee and the board. For efficiency, would teleconference or video conference be an acceptable means to participate in some of those meetings?

*Yes.*

17. Can you please provide any information regarding RCEA's ongoing compliance with any of their energy efficiency programs?

*Our energy efficiency programs are mostly funded through contracts and grants and we have never been out of compliance with those agreements. We've been through an audit by one such funder, the California Energy Commission, with no findings.*

(End of Q&A)