

Transportation Authority of Marin
Questions and Answers
Regarding RFP for Financial Auditing Services

1. Why is the Transportation Authority of Marin considering changing the auditor?

TAM is required by its policy to issue new RFP for financial auditing services every five years.

2. Who was your prior Auditor? Are they included or excluded from the current RFP process?

TAM's last auditor was Vavrinek, Trine, Day & Co. LLP. They are not excluded from the current RFP process.

3. How long has your prior auditor been performing the audit?

They have been performing the audit for five years, since FY2012-13.

4. For both interim testing and final fieldwork, how many auditors were onsite and how many weeks did the auditors spend in the field?

There was one or two auditor(s) onsite for 3-5 days for both fieldworks, and the audit manager and partner usually came onsite for a few hours during each visit.

5. Is the scope of the service requested the same as last year?

Yes, the scope of the services is still the same. However TAM brought payroll function in house as of January 1, 2018 and also entered into contract with CalPERS for retirement benefit as of January 1, 2018. TAM also entered into contract with CalPERS for health benefit, which will take effective on July 1, 2018.

6. Have there been any changes in your accounting system or software since last year?

TAM implemented the Abila MIP Financial System in May 2016, and added the timesheet and payroll modules as of January 1, 2018.

7. Do you expect to have any retirement or replacement of key employees in Finance?

No and TAM will add a Senior Accountant staff to the finance team prior to the end of FY2017-18.

8. What were the prior year audit fees and can you provide the break down by components?

Financial audit for fiscal year;	\$14,000
Single audit and related reports:	\$3,000
Compliance report if needed:	\$3,000
Ongoing Accounting/Audit Assistance:	Free of Charge
Maximum not to exceed – Per Audit Cycle:	\$20,000
Maximum not to exceed – Total 5-year Period:	\$100,000

9. Is there anything specific that you are looking for with the successor auditors?

No.

10. What are the things you liked and didn't like about your current auditors?

Things liked: professional, accommodating and pleasant staff, timely response to requests and questions
Things didn't like: None

11. Were there any material weaknesses or significant deficiencies in the prior year?

No.

12. How much were the total federal expenditures in prior years and can you provide a copy of your last single audit if you had one?

The total federal expenditures for FY 2016-17 was \$0.8 million. A copy of the single audit report was posted on the TAM website as part of the FY2016-17 Financial Statements, starting on page 45.

<http://2b0kd44aw6tb3js4ja3jprp6-wpengine.netdna-ssl.com/wp-content/uploads/2018/02/FY16-17-Financial-Statements.pdf>

13. How many major programs are usually tested each year for the single audit?

There are normally about five programs that are tested.

14. Does TAM anticipate any significant changes in federal expenditures?

No.

15. Please describe the overall nature and volume of audit adjustments proposed by the external auditors. Once submitted to the auditors, please describe the nature and volume of adjustments made by the Authority.

There were no audit adjustments required in any of TAM's prior audit cycles.

16. Any litigation not included in the FY2017-18 Financial Statements?

No.

17. Will there be any significant events in FY2017-18?

No.

18. Are there any significant changes in operations expected for FY2017-18?

No.

19. Please expand how the Authority provides the auditor the information for preparation of the CAFR.

TAM doesn't prepare a CAFR currently but would like to do so starting with the FY 2017-18 audit cycle. Staff will work together with the audit team on the preparation of all schedules.

20. Did the prior auditors issue any management letter items? If so, please provide.

No.

21. Was your organization or its employees under any governmental investigation or regulatory examination in the past?

No.

22. Did you have any disagreements with your prior auditor?

No.