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**City of Seal Beach**

**Responses to RFP Questions**

**Updated January 22, 2025**

1. What is the reason that you are considering changing the auditor?

Answer: The Contract has expired.

1. Will your prior auditors be invited to bid?

Answer: Yes.

1. How many staff did the audit team consist of in the past and when did the auditors come on site?

Answer:

Interim fieldwork - 3 auditors for one week

Year-end fieldwork - 3 auditors for two weeks

1. Is the scope of the services requested the same as last year?

Answer: Yes

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

Answer: No

1. Do you expect to have any retirement or replacement of key employees?

Answer: No

1. How many weeks did your prior auditors require for your last audit?

Answer: Our auditors were on-site for a total of two weeks; however our contract was based on tasks and a not to exceed amount.

1. How many weeks/hours were spent by the prior auditors in the field?

Answer: The audit firm was on-site at the City for one week during the interim audit, and one week during fieldwork.

1. What were the prior year audit fees and can you please breakdown by components?

Answer: The City prefers not to disclose the information in an effort to obtain unbiased proposals

1. What is the current year budget for auditing services?

Answer: $59,000

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

Answer: The RFP specified the main criteria. Preferences would be to: a. meet agreed upon timelines/schedule and responsiveness to City staff inquiries; b. ability to provide advice/guidance and assist with implementing new GASB pronouncements and/or assisting with journal entries; and c. provide training opportunities for the City’s Finance staff.

1. What are the things you liked and did not like about your current auditors?

Answer: There are no issues or concerns with current auditors. The current auditors respond timely and are communicative, keeping us informed through the process, as well as answering any questions the Finance team had.

1. What are the things you liked and did not like in the audit process followed by your current auditors?

Answer: Due to the historical relationship there was developed schedules and spreadsheets that were useful to both parties. The process was always well communicated which is essential as the City has a small staff.

1. How many adjusting entries did you have last year?

Answer: Est. 20

1. Do you expect to have a single audit this year?

Answer: No

1. How many major programs did you have last year?

Answer: No new additional

1. How much were the total federal expenditures last year?

Answer: below the federal cap of $750,000

1. Could you please share the FY 2024 ACFR if available? If not, please describe the reason.

Answer: pending due to change in staff

1. Would the City be open to having the majority of the audit being performed remotely?

Answer: Yes, however part of the fieldwork must be performed on site

1. What was the City’s experience with remote auditing? Would you suggest any changes?

Answer: Part of the fieldwork must be performed on site

1. Are the majority of supporting documentation maintained electronically (e.g. PDF), such as checks, vendor invoices, cash receipts, timecards, personnel files.

Answer: Yes

1. Do you permit third parties to access the City financial software remotely?

Answer: No

1. Could you please provide details on the audit fees incurred in the previous fiscal year?

Answer: The City prefers not to disclose the information in an effort to obtain unbiased proposals

1. If applicable, could you provide insights into the reasons behind the change in auditors from the prior fiscal year?

Answer: The Contract has expired.

1. Were there any disagreements or disputes with the prior auditor that we should be aware of?

Answer: None

1. In your experience, what were the most challenging aspects of the audit process during the previous engagement?

Answer: None