



**Las Virgenes Municipal Water District  
Professional Audit Services Questions  
Issued August 30, 2021**

**To All Potential Bidders:**

**This document provides questions and responses from the District for the Professional Audit Services RFP issued on August 9, 2021.**

1. What is the reason you are considering changing the auditor?
  - a. At the Direction of our Board of Directors.
2. Have there been any changes in your accounting system or software since last year?
  - a. In December 2020, we converted to Tyler Munis.
3. Have there been any major changes in staff turnaround in the past year?
  - a. Yes, we have had 2 retirements.
4. Do you expect to have any retirement or replacement of key employees?
  - a. Yes, Finance Manager will be leaving in December.
5. Please list the staff members in finance and their years of experience with the organization at that position.
  - a. Director of Finance & Administration- 7 years
  - b. Finance Manager- 4.5 Years
  - c. Accounting Supervisor- Vacant
  - d. Accountant- Vacant
  - e. Financial Analyst- 1 Year
  - f. Senior Accounting Technician- 1 Year
  - g. Accounting Technician- 4.5 Years
6. How many audit adjusting entries did you have last year?
  - a. None
7. Were there any material weaknesses, significant deficiencies or control deficiencies? If so, please provide relevant reports.
  - a. No
8. About how much time did the prior year auditors spend onsite to conduct their audit (pre-covid)?
  - a. 1 week for Interim, and 1 week for Year- End

9. Are the prior year auditors being invited to bid?
  - a. Yes
10. What were the prior year fees? Did these fees include travel?
  - a. Refer to February 18, 2020 board meeting:  
[Board Meetings Agendas & Minutes | Las Virgenes Municipal Water District \(lvmwd.com\)](#)
11. Are there any new services in this RFP that were not included in the prior year?
  - a. No
12. Please provide CAFR for 2020
  - a. The CAFR is posted on our website:  
[Adopted Budget and Annual Financial Report | Las Virgenes Municipal Water District \(lvmwd.com\)](#)
13. Has there been any fraud recently at the District?
  - a. No
14. How many auditors were on site?
  - a. Pre-Covid, 2-3
15. What are the most important qualities the District is looking for in an audit firm?
  - a. The District is looking for the most efficient and effective auditors.
16. Has the District been satisfied with the service provided by its current auditor? If not, what service related or other aspects would the District like to see improved with its next audit?
  - a. There have been no issues.
17. Are there any significant or new transactions that are expected to impact the District's financial statements or operations for the upcoming audit?
  - a. None, that the District is aware of.
18. Is the District expected to receive and spend more than \$750,000 in federal assistance during FY21-22? If so, what are the most significant federal programs?
  - a. There is a potential the District may receive federal grants.
19. Is the District open to the audit being conducted remotely, or will it require the audit to be conducted onsite?
  - a. The District will work with the selected auditor to determine the most efficient and effective way to complete the audit.

20. Are there any significant changes in operations expected at the District?

a. No significant changes anticipated.