Written Responses to Inquiries - RFP #2020-AU-Audit and Tax Services

General Inquiries Responses:

1. To comply with the current state stay at home order, would the Coalition consider waving requirement to deliver paper copies of the RFP submission (as outlined in section IV.G) and accept electronic (PDF) copy only? YES. IN AN EFFORT TO COMPLY WITH THE CURRENT COVID-19 STAY AT HOME ORDER ISSUED BY GOVERNOR DESANTIS, ELECTRONIC SUBMISSIONS CAN BE SENT VIA EMAIL TO MJACKSON@ELCLC.ORG. ELECTRONIC SUBMISSIONS MUST INCLUDE ALL REQUIRED DOCUMENTATION WITH REQUIRED SIGNATURES AND MUST BE RECEIVED BY THE ESTABLISHED DEADLINE. IT IS RECOMMENDED THAT VENDORS FOLLOW UP VIA EMAIL TO MJACKSON@ELCLC.ORG TO CONFIRM RECEIPT.

Written Inquiries Responses:

1. Can we meet in person to discuss the responses to these questions? Please provide a couple of dates and times which work best for you. IF THERE ARE FURTHER INQUIRIES AFTER THESE ANSWERS ARE REQUESTED, PLEASE SEND THOSE INQURIES TO MJACKSON@ELCLC.ORG.

2. From a financial standpoint, what are ELCLC's top three priorities? SOUND STRATEGIC PLANNING AND FINANCIAL SOLVENCY, SOUND ADMINISTRATION AND FINANICAL PRACTICES AND SUFFICIENT INCOME GENERATION FOR REQUIRED PROGAMATTIC NEEDS.

3. Why is ELCLC going out bid for auditing services? THREE YEAR PROCUREMENT CYCLE

4. Is the prior year auditor able to propose? YES

5. Has anything significant occurred in the current year, which is different from prior years? Is something significant expected and/or budgeted to occur in the current year, or soon thereafter, which a potential auditor should be aware of? YES, THE CURRENT COVID-19 PANDEMIC IS IMPACTING THE CURRENT BUDGET, CURRENT ELIGIBILITY REQUIREMENTS. THE INCREASE IN FUNDING DUE TO THE CARES ACT WILL IMPACT CURRENT AND FUTURE YEAR FUNDING. ALSO, IN JULY 2018, THE STATE OF FLORIDA IMPLEMENTED A NEW STATEWIDE ONLINE SYSTEM. ALTHOUGH, THE MAJORITY OF THE TECHNICAL AND FINANCIAL CHALLENGES HAVE BEEN RESOLVED, SOME CHALLENGES REMAIN. SEE QUESTION #7

6. What has been exhibited by the current auditors that ELCLC values the most? The Least: MOST: EXPERIENCE WITH EARLY LEARNING COALITIONS AND SCHOOL READINESS & VPK PROGRAMS. LEAST: N/A

7. Please provide ELCLC's current status on reconciliation to the Office of Early Learning's new Statement Information System (EFS Mod) system. THE COALITION OF LAKE HAS COMPLETED DATA ENTRY FOR FY1819 WITH THE EXCEPTIONS OF ADJUSTMENTS THAT ARE AWAITING FURTHER GUIDANCE AND SYSTEM FUNCTIONALITY. THE COALITION IS IN THE PROCESS OF PREPARING PROVIDER NOTIFICATION LETTERS WHICH WILL BE PROCESSED NO LATER THAN 6/30/2020.

Requested to Provide:

1. Please provide a copy of the 6/30/2019 audited financial statements and IRS Form 990. AVAILABLE ON REQUEST. WILL BE EMAILED DIRECTLY TO ORGANIZATIONS REQUESTING DOCUMENTATION. TO REQUEST THE DOCUMENTATION, PLEASE SEND REQUEST TO MJACKSON@ELCLC.ORG.

2. Please provide a copy of ELCLC's FYE 6/30/19 and 6/30/18 budgets. AVAILABLE ON REQUEST. WILL BE EMAILED DIRECTLY TO ORGANIZATIONS REQUESTING DOCUMENTATION. TO REQUEST THE DOCUMENTATION, PLEASE SEND REQUEST TO MJACKSON@ELCLC.ORG.

3. Please provide a copy of ELCLC's most recent internal financials (balance sheet, income statement, budget vs actual, any other relevant financial reports). AVAILABLE ON REQUEST. WILL BE EMAILED DIRECTLY TO ORGANIZATIONS REQUESTING DOCUMENTATION. TO REQUEST THE DOCUMENTATION, PLEASE SEND REQUEST TO MJACKSON@ELCLC.ORG.

4. Please provide a listing of schedules/workpapers provided to the prior auditor. AP aging, AR aging, Bank Reconciliations, Trail Balance and Journal Entries, Provider Enrollment Attendance Certifications, MOD Payments, Payroll Register, Legal requests. AVAILABLE ON REQUEST. WILL BE EMAILED DIRECTLY TO ORGANIZATIONS REQUESTING DOCUMENTATION. TO REQUEST THE DOCUMENTATION, PLEASE SEND REQUEST TO MJACKSON@ELCLC.ORG.

5. Please provide the audit adjustments (proposed and posted) for 6/30/19 and 6/30/18 audits. AVAILABLE ON REQUEST. WILL BE EMAILED DIRECTLY TO ORGANIZATIONS REQUESTING DOCUMENTATION. TO REQUEST THE DOCUMENTATION, PLEASE SEND REQUEST TO MJACKSON@ELCLC.ORG.

6. Please provide the audit and tax fees for 6/30/2019 and 6/30/2018 FYE audits and IRS Form 990. Attached to email 2018-990. AVAILABLE ON REQUEST. WILL BE EMAILED DIRECTLY TO ORGANIZATIONS REQUESTING DOCUMENTATION. TO REQUEST THE DOCUMENTATION, PLEASE SEND REQUEST TO MJACKSON@ELCLC.ORG.