



**EMERALD COAST REGIONAL COUNCIL
PENSACOLA, FLORIDA**

RFP #02-2025 Questions and Responses

1. What were the audit fees for the past three years?

23-24 \$29,710 Single Audit, \$2,650 Major Program (1), GASB 87 \$585

22-23 \$28,840 Single Audit, \$10,300 Major Program (4), GASB 87 \$500

21-22 \$28,000 Single Audit, \$2,500 Major Program (1)

2. Does ECRC draft the basic financial statements and/or the Management's Discussion and Analysis section of the report or are these compiled annually by the auditors?

ECRC provides a 09/30 Trial Balance with normal end of year entries. Auditors provide financial statements with data input into the MD&A. Management provides any additional relevant information to the MD&A.

3. When is the final trail balance and audit support ready to begin the audit each year? A Trial Balance is completed, and audit support is ready to begin the audit in coordination with the auditors.

4. Do you typically have adjusting journal entries? If so, how many do you typically have? Occasional reclassification, OPEB, Lease, and Pension entries are provided by the audit firm.

5. Does ECRC prefer whether the interim and year-end audit procedures are performed in person, remotely, or hybrid? ECRC has no preference for in person verses remote or hybrid audit procedures. The most recent three years have been remote.

6. Are Board meeting presentations held virtually or in-person? [This is to be determined annually by the ECRC CEO and auditor.](#)
7. What is ECRC's preferred timeline for the completion of interim and year-end audit procedures? [Field work completion determined annually by ECRC and audit staff to provide for scheduled board presentation in April – June quarter.](#)
8. When are the draft and final financial statements due each year? [Final financial statements are required 2 weeks prior to the ECRC board meeting.](#)
9. Is the incumbent firm allowed to propose? [Yes.](#)
10. Did the incumbent auditors meet the pre-determined deadlines? [Yes](#)
Have there been delays in audits in prior years? [No](#) If so, what caused these delays?
11. Is there anything about your current audit process that you would like changed in the future? [No](#)
12. Have there been any disagreements between management and your independent auditor during the prior three engagements? [No](#)
13. What are the biggest challenges affecting ECRC? [Possible legislative changes and workforce](#)
14. What is the total Asset? [As of 3/31/25, \\$4,293,592 / As of 9/30/24, \\$4,732,938](#)
15. What is the total Revenue? [YTD as of 3/31/25, \\$2,896,81 / As of 9/30/25, \\$6,983,592](#)
16. What was the actual amount paid for last year's audit? [\\$32,945](#)
17. What is the budgeted amount for this year's audit? [Undetermined](#)
18. Who are your current auditors? [Warren Averett](#)
19. Is there a policy of mandatory rotation? [No](#)
20. Is there a local preference for Auditors? [No](#)
21. How long have you been working with the current Auditors? [3 years](#)
22. What is the audit time frame? [Start time is flexible and determined by ECRC other deadlines. Completion preferred prior to May 31.](#)
23. What is the selection criterion for submitted responses? [See RFP](#)
24. To whom does the audit report go? [Filings and Submissions go to the State of Florida, Florida Auditor General, Florida Division of Emergency Management, Florida Dept of Transportation, Florida Dept of Economic Opportunity, Florida Commerce, Florida Dept of Environmental Protection, and the Federal Audit Clearinghouse.](#)
25. Who prepares the CAFR? [Not applicable.](#)
26. From a financial standpoint, what are your top three (3) priorities? [Financial integrity, Timely reporting, Responsiveness](#)
27. What are the qualities in an auditing firm that you deem most important? [Knowledge, Responsiveness, Clarity](#)

28. Has anything significant occurred in the current year, which is different from prior years? [Regional Traffic Management Center Design - FL AL TPO](#)
29. What has been exhibited by the current auditors that you value the most? [Knowledge and Timeliness.](#)
30. May we get a copy of FY24 audited financial statements and related reports? [The FY24 audited financial statements can be found by searching financial data on the Florida Department of Financial Services LOGERx website, selecting Other Entity- Emerald Coast Regional Council.](#)
31. Is there any significant change in the nature or amount of the Federal programs or State projects that will be subject to Federal and State Single Audits? [Possibility of additional Federal and State funds.](#)
32. Has there been, or is there planned, turnover in the Council's executive leadership or key accounting staff? [June 2024 Senior Accountant retired; existing staff replaced position.](#)
33. Has there been, or are there any planned, changes in the key accounting and financial related systems? [No](#)
34. Is there any suspected or known fraud within the last year within the organization? [No](#)
35. Are there any open legal matters with potential for significant financial impact? [No](#)