

Auditing Request for Proposal Questions

QUESTIONS	ANSWERS
2. What is the current process for auditing census data for active employees?	<p>Census data is confirmed by the City, MEABF's external actuaries, and by the City's external auditors.</p> <p>City: MEABF's auditors select a sample of participant data that is pulled from MEABF's records. This sample of participant data is sent to the City to confirm. The City is also instructed to provide MEABF's auditors with some additional participant data and the additional data is verified by the MEABF's auditors.</p> <p>Actuaries: The MEABF's auditors sends MEABF's external actuaries a confirmation and the actuaries are instructed to confirm a sample of the participant (census) data as well as answer some questions regarding census data.</p> <p>City Auditors: The City external auditor comes to MEABF actual location to verify a sample that the City auditor selects from the City data. The City auditor also pulls an additional sample from MEABF to confirm back with the City.</p>
3. Do the auditor's perform procedures at the City?	No. See City and Actuaries above.
4. How does communications between the auditors, MEABF and the City work?	Communication is done through the confirmation process. If MEABF auditors need to speak with the City, MEABF will provide email addresses or telephone numbers for City representatives.
5. Does MEABF issue a GASB 68 Allocation Report for the purposes of assisting the auditor of the City with gaining comfort over deferred inflows/outflows of resources and pension expense not included in the CAFR of the MEABF?	After the actuarial valuation is complete, MEABF provides the completed actuarial valuation to the City. The actuarial valuation report has a Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension schedule which provides the City with the information for GASB 68. Visit our website to see the 2018 actuarial report by clicking here .
6. For the investments measured at Net Asset Value (NAV) does the MEABF obtain audited financial statements for all funds?	Yes.

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7. Generally, what is the timing of the receipt of those audits?	First or second quarter after year end. Year End is December 31 st .
8. For any funds not received before the books are closed, how does the fund estimate the fair value of those funds?	MEABF estimates the fair value of the funds by using the previous quarter.
9. What is the timing of the actuarial valuation? When is it expected to be complete and ready for auditors to review?	MEABF provides the actuary with census data at the end of February and the final financial statement at beginning of April. The completion of Financial Statements is based upon the auditors testing schedule. After the actuaries receive the final financial statements the actuarial report will be available for the auditors review within two weeks. The auditors normally receive the actuarial valuation at the end of April.
10. When is the next experience study expected to be performed?	The fall of 2022 (using January 2017 through December 2021 experience)
11. What are you looking for in a new audit firm?	The minimum qualification listed in Section V of the RFP as well as a firm that will communicate with MEABF in advance regarding new GASB pronouncements.
12. Will you also require a Schedule of Pension Amounts to be used by the City of Chicago's auditor?	Information required by the City of Chicago auditors is derived from our actuarial valuation. See response to question 5 above.