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TO: All Bidders

FROM: 
Dawoud Stevenson
Director of Program Management

DATE: September 16, 2022

SUBJ: Savannah Airport Commission RFP 2022-0016
External Financial Auditing Services

Addendum No. 2

Attached please find Addendum No. 2 to the RFP documents. All bidders shall acknowledge the receipt of Addendum No. 2 in the place provided in the bid proposal.

CLD

ENCL: Event No. RFP2022-0016
Addendum No. 2

CC: Purchasing Files

**SAVANNAH AIRPORT
COMMISSION**

Savannah Airport Commission

(RFP2022-0016)

External Financial Auditing Services

ADDENDUM NO. 2

The following amendments, additions, deletions shall be made to the RFP documents. In so far as these documents are at variance with this Addendum No. 2 dated September 16th, 2022 the addendum shall govern:

1. Bidder Questions

1. **Q:** Please provide audit fees for services provided for the past 3-5 years, including financial statement audit, PFC/CFC revenue audit, and Single Audit (per major program audited). If possible, please breakdown the audit fee by service.

A: Please refer to Addendum No. 1, #7

2. **Q:** How open is the Commission to working with a firm is not local but has a national airport practice for expertise? Will this count against a firm in the scoring as we noted that there is a 10% local scoring component.

A: The Savannah Airport Commission does not discriminate. We invite the opportunity to work with local and non-local companies. While we do have a local criteria weight of 10% to encourage local participation, we do not penalize non-local companies from participation.

3. **Q:** Were additional billings required by the incumbent auditor in recent audits? If so, what were the billings related to?

A: Yes. Additional work out of the original scope was required due to new reporting requirements, OPEB changes, and COVID related items.

4. **Q:** How many days of audit fieldwork (year-end and interim) were required to complete the audits in 2021? How many audit team members were in the field during those days?

A: 10 days on site; 2-4 auditors

5. **Q:** Has the Commission experienced turnover in key roles within the organization, specifically in Finance in the last year or two?

A: No

6. **Q:** Outside of the audit process, how does the Commission utilize its auditors?

A: Guidance on new issues, miscellaneous projects as needed

7. **Q:** What concerns do you have about changing firms, if any?

A: No concerns as long as the firm is qualified and experienced in airport accounting.

8. **Q:** What do you enjoy about your current relationship and how has it been successful?

A: Great communication, very timely responses, very experienced and knowledgeable staff

9. **Q:** What are the biggest challenges for the Commission over the next 5 years?

A: Strategic planning to support the growth of the Airport

10. **Q:** What's your preference on timing of audit fieldwork (interim and year-end)?

A: First 2 weeks of March for fieldwork; Interim as needed

11. **Q:** How far is the Commission with the analysis and implementation of GASB 87? Do you have an estimate as to how many leases you will need to evaluate if you have not done so yet?

A: We estimate that about 125 leases will be subject to GASB 87. The leases are currently in the process of being entered into the lease management software.

12. **Q:** We see in the quote you are asking for first year time to audit and implement GASB 87. Please expand on what you mean in terms of "implement".

A: Assisting with interpretation, testing, memos, new reporting requirements

13. **Q:** If assistance with implementation is required, are you ok with quoted hourly rates as it will be hard to determine an exact cost to assist SAC with implementation without the facts of where you are in the process and how much help you need?

A: Yes

- 14. Q:** Do you have any new PFC applications that you are filing in FY 2022?
- A:** No
- 15. Q:** How much COVID-19 grant funding does the Airport anticipate spending in FY2022, 2023 and 2024?
- A:** \$8m in 2022
\$9m in 2023
Current COVID-19 grant funding is anticipated to be exhausted by 2024.
- 16. Q:** Can you please provide the audit fees paid for the December 31, 2021 and 2020 audits? Does this include amounts charged for PFC, Single Audit, or report drafting?
- A:** Please see Addendum No. 1, #7
- 17. Q:** Given the COVID environment, do you prefer for auditors to be on site or to work remotely? Please note that we will be able to attend any public meetings for discussion of the audit report as needed.
- A:** Please see Addendum No. 1, #4
- 18. Q:** Are the current auditors permitted to respond to this request for proposal?
- A:** Yes, the current auditing company is allowed to respond to this proposal
- 19. Q:** What is the time period in which fieldwork is generally performed? Is this still the most convenient time for you?
- A:** The beginning of March. Yes.
- 20. Q:** How many auditors are generally onsite during fieldwork?
- A:** Please see Addendum No. 1, #6
- 21. Q:** How many leases does the Authority currently have (both in terms of lessee and lessor contracts)?
- A:** About 125 leases that would be applicable to GASB 87.
- 22. Q:** If our firm does not have an office located in Savannah; however, we have offices in Augusta and Atlanta. Are partial points given for offices in close proximity?
- A:** Partial points are not given for offices located outside of Savannah and/or in close proximity. We do however award bids without local preference.

END OF ADDENDUM NO. 1