



## MOBILE HOUSING AUTHORITY

<b>SOLICITATION TYPE:</b>	<b>Request for Proposal (“RFP”)</b>
<b>RFP NUMBER:</b>	<b>MHA-05-R-2023</b>
<b>SOLICITATION TITLE:</b>	<b>IPA AUDIT SERVICES</b>
<b>DOCUMENT TITLE:</b>	<b>RESPONSES TO CLARIFICATION QUESTIONS/ANSWERS</b>
<b>SOLICITATION ISSUE DATE:</b>	<b>May 17, 2023</b>
<b>CLARIFICATION DATE/INQUIRIES DEADLINE:</b>	<b><u>May 31, 2023, by 2:00 P.M. CST</u></b>
<b>PROPOSALS DUE DATE AND TIME</b>	<b><u>June 16, 2023, by 2:00 P.M., CST</u></b>
<b>METHOD OF SUBMISSION</b>	<b>Proposals will only be accepted by electronic submission at:</b>  <a href="http://procurement.mobilehousing.org">procurement.mobilehousing.org</a>

**MOBILE HOUSING AUTHORITY  
MOBILE, ALABAMA**

In response to the issuance of **MHA-05-R-2023** for **IPA Audit Services** Mobile Housing Authority (“MHA”), hereby responds to questions regarding the RFP as indicated below:

**A. Responses to Questions Received.**

1. Can we obtain a copy of last audited Financial Statements (FYE 2020)?

**MHA Response: We can provide a copy of the audit report. Check the website.**

2. Can we obtain a copy of communications to management that was received as a result of the last audit (FYE 2020)?

**MHA Response: We can provide a copy of the communication from the auditor to Governance. Check the website.**

3. Can we obtain a copy of any and all corrected and uncorrected audit differences as a result of the last audit (FYE 2020)?

**MHA Response: We can provide a copy of the audit adjustments. The uncorrected differences would accompany the report referenced in item 2. This would be the waived or passed adjustments.**

4. What was the reason for RFP? Is the predecessor being asked to participate in the RFP/bid?

**MHA Response: The predecessor provided audit services for 2019 and 2020, but expressed they did not have capacity to perform future services pertaining to our industry.**

5. What service are you looking for that you did not receive from the predecessor, if anything?

**MHA Response: None. Services provided by our former auditor were acceptable and suitable to our needs and the needs of (HUD) third party.**

6. Will staff be available to assist in responding to document requests?

**MHA Response: Yes. We will provide all of the schedules both needed and requested.**

7. How many staff are in your accounting department?

**MHA Response: Six (6).**

8. Do you outsource any accounting functions?  
**MHA Response:** Yes. Interim CFO and Controller, making up two of the six reported above.
9. Do you have any component units?  
**MHA Response:** Three Discrete CUs that have stand-a-lone (separate) audits, and three blended CUs.
10. Do you have any new component units that were not included in the prior financial statements?  
**MHA Response:** No.
11. When would you like to commence the audit work?  
**MHA Response:** Immediately after receiving the award, or at your earliest convenience. Ideally, we would like 2021 and 2022 to be completed by the end of the year, if possible. We would be open to the possibility of combining fieldwork doing some aspects of 2021 and 2022 concurrently, but that would be an auditor consideration.
12. When is your unaudited FDS typically submitted to REAC?  
**MHA Response:** On time, and within the allotted time, 60 days (plus 15-day grace period) after end of year.
13. When would you like a draft of the audited financial statements?  
**MHA Response:** Ideally, no later than September 2023 and December 2023 for No. 2021, and 2022 respectively, barring unforeseen circumstances.
14. Are the audits of the discretely presented component units a part of the scope of this RFP that are not noted?  
**MHA Response:** No, they are stand-a-lone audits currently performed by Cohn Reznick, and they have issued audit reports for 2021 and 2022.
15. Are there any separate reporting requirements for components units that are a part of the scope of the RFP that have not been noted?  
**MHA Response:** No.
16. If there are blended component units, do they require preparation of tax returns that are a part of the scope of this audit?  
**MHA Response:** No.
17. Did you receive any Management Letter findings for your most recent audit?  
**MHA Response:** Yes, as reported under the Single Audit. A copy of the 2020 audit report is available upon request.
18. What were the prior year fees for these services?  
**MHA Response:** Base fee of approximately \$40,000, and additional fees of \$30,000 discounted 50% were charged for 2020, due to additional time

incurred conducting their Single Audit.

19. What do you have budgeted for the current year for these services?

**MHA Response:** Approximately \$70,000.

20. Did you have any negative experiences with your prior Auditor that would prevent them from continuing on as the auditor?

**MHA Response: No.**

21. Do you foresee your previous auditor bidding on this contract?

**MHA Response:** No. The previous auditor opted not to continue due to capacity issues. They indicated they did not have adequate staffing with adequate experience in our industry. The audit manager assigned to the 2019 and 2020 audits left the firm upon completing the 2020 Audit.

22. Is there anything you would like to see improved from the prior year's audit experience?

**MHA Response:** No.