Addendum No. 1

The following questions were raised by a prospective Bidder. Responses are provided.

1. **Question**: *General (no section reference)*. Have there been any problems or issues with the predecessor auditor?

 **Answer**: No.

2. **Question**: *General*. Is the Authority allowing the current auditor to bid on the RFP?

 **Answer**: The Request for Proposal is open to all qualified independent Firms, including the current auditor.

3. **Question**: *General*. Are there any issues related to the audit that the Authority would like to see changed, for example, the timing or communication frequency/methods used by the predecessor auditor?

 **Answer**: There are no major changes expected. The Authority believes that communication is a key part of a successful audit. As stated in section 1.4, all reports should be finalized and issued by October 15 of each year.

4. **Question**: *General*. Will federal and state funding levels be consistent with the prior years?

 **Answer**: Aside from the entitlement funds of approximately $3,000,000 received each year, the Authority has little control over the level of funding. We have a strong list of capital improvement projects and are confident that funding will be made available, but there are no guarantees until the grants are finalized.

5. **Question**: *General*. Are there any upcoming major capital projects?

 **Answer**: In October 2018, the Authority began a terminal expansion project that is expected to last three to four years and cost an estimated $60,000,000. There are several other major capital projects that will also be completed during this same time frame.

6. **Question**: *Section 2.2.* Approximately how much time did the predecessor auditor spend on site and how many hours did the engagement take?

 **Answer**: The audit team spent approximately two weeks in the field. The total hours spent on the engagement is not known to the Authority.

7. **Question**: *Section 3.2.* Is the Authority comfortable with remote auditing? Will all of the records be accessible electronically?

 **Answer**: The Authority is comfortable with remote auditing as long as there is a plan in place to minimize any inefficiencies that may arise as a result of this arrangement. The Authority makes every effort to utilize electronic records. There are, however, certain documents that may be too large to scan (ie. construction contracts).

8. **Question**: *Section 3.2*. Does the Authority have written process narratives for all major operating cycles (cash receipts, cash disbursements, payroll, billings, etc.)?

 **Answer**: Yes.

9. **Question**: *Section 3.2*. When will the trial balance and draft financial statements be made available to the selected auditor?

 **Answer**: Typically, a preliminary trial balance is available the first week in August. Draft financials are typically available by the end of August.

10. **Question**: *Section 3.4*. Does the Authority use credit or P cards?

 **Answer**: The Authority does utilize credits cards.

11. **Question**: *Section 4.2.3*. Are there any issues or concerns about cybersecurity?

 **Answer**: In today’s environment, there are always concerns about cybersecurity. The Authority does, however, contract with a firm that provides an offsite server. The server is connected to the airport and information is transferred via a secure remote desktop system.

12. **Question**: *Section 4.2.3*. Does the Authority have any recent IT system changes? Is the Authority planning any significant changes to their IT systems?

 **Answer**: There are no recent changes and not planned changes to the IT system. The Authority does, however, plan to go live with a new accounting software package on July 1, 2019.