

ADDENDUM NO. 2
Annual Audit Services
RFP No. 2021-05

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200 W Prichard Ave.
Prichard, AL 36610

This addendum forms a part of the Contract Documents and is applicable to all bidders.

QUESTION: Have there been any significant changes in your operations, programs or personnel recently or contemplated for the future that would impact the scope of services as compared to prior contracts for the same work? (Ex: changes in the audit process or those involved with the process, current year budget vs. prior year budget?)

ANSWER: NO

QUESTION: What are the most challenging aspects of the audit process for HACP and specifically the accounting and finance team? For example, how has COVID affected the audit process? Is there anything you would like to see done differently?

ANSWER: NO

QUESTION: What software does HACP use?

ANSWER: YARDI Voyager

QUESTION: What version is it?

ANSWER: 7s

QUESTION: Does it have remote access?

ANSWER: Yes

QUESTION: Are any of the accounting functions outsourced to another accounting firm? If so, which functions?

ANSWER: NO, NONE

QUESTION: Is there any specific expertise and advice the organization looking for that it may not be receiving from its current provider?

ANSWER: NO

QUESTION: What is management's and the board's view on the desirability of transitioning to new auditors?

ANSWER: NONE

QUESTION: How long has HACP been with the current provider?

ANSWER: 10 years

QUESTION: Is the current provider bidding on the engagement?

ANSWER: Proposal was mailed to him

QUESTION: In an effort to understand the level of effort currently exerted by the incumbent auditing firm, please provide:

- a. Prior year audit fees
- b. Schedule of auditors in the field, if known (ex: 2 people for 2 weeks in November)

ANSWER: No response