

**NOLA Public School
Procurement Department
2401 Westbend Parkway, Suite 5076
New Orleans, LA 70114
Paul A. Lucius, Executive Director of Procurement**

November 1, 2024

Addendum No. 1

**REQUEST FOR PROPOSAL NO. 25-0010
PROFESSIONAL AUDITING SERVICES**

This Addendum and Clarification item forms a part of the RFP Documents and modifies the original RFP Documents issued October 10, 2024. Acknowledge receipt of this Addendum on the Addendum Form of the Request for Proposal. Failure to do so may subject proposal to disqualification.

CLARIFICATION:

1. **Question:** The proposal indicates the School District wants an ACFR (Annual Comprehensive Financial Report). However, the ACFR is typically done for GFOA certification, and the prior released audited financial statements do not meet all the requirements for the GFOA certification and a full presentation of an ACFR. Will the prior year audited financial statement presentation meet the requirements of the School District? Or is the School District now wanting to move forward with a complete ACFR for submission to the GFOA?

Answer: Yes. The prior year audited financial statement presentation will meet the requirements of the School District. The District will not be submitting the ACFR to the GFOA.

2. **Question:** Does the proposing firm have to use an accounting/CPA firm from the preestablished list maintained by the School District? Can a new vendor be added? What does this process entail? Does this vendor have to have an office in Louisiana?

Answer: NOLA Public Schools – Office of Business Partnerships respectfully requests all Respondents to source Certified DBE Businesses, as a first initial source, so local DBE Firms may have the opportunity to meet the requestor’s needs. Respondents may utilize any of the following lists of certified SLDBE or DBE firms:

- LDBE Program Directory: <https://neworleans.dbesystem.com/>
- LAUCP DBE Directory: www.laucp.org/

If the Respondent desires to partner with a Certified DBE Firm from another State, a copy of the DBE Firm’s Certification Letter is required (for review and approval), from the DBE Program which certified the firm. All documents must be submitted with the proposal.

3. **Question:** If a DBE firm is unable to be obtained, what documentation does the proposing firm need to evidence its consideration of the DBE requirements?

Answer: Documentation is not required. However, the Respondent should demonstrate Good Faith Efforts, by submitting: “DBE Report 2: Good Faith Efforts,” which is located within the DBE Provisions (pages 72 – 76), of this solicitation.

4. **Question:** The proposal requests a written letter to the Board regarding reportable and non-reportable conditions. Does this communication have to be in a written letter, or will a PowerPoint presentation be acceptable to the Board evidencing required communications?

Answer: As stated within the Request For Proposal, a written letter is required to the Board regarding reportable and nonreportable conditions. If for some reason, the vendor is required to present before the Board a PowerPoint Presentation is acceptable.

End of Addendum No. 1