



City of New Orleans
New Orleans Aviation Board
Louis Armstrong New Orleans International Airport
Request for Qualifications for Professional Services
Airport Federal Project Auditing Services
RFQ # 8910-02206

Request for Qualifications:

The City of New Orleans (“City”), by and through the New Orleans Aviation Board (“NOAB”), desires to obtain Federal Project Auditing Services. As provided below, and incident to City Charter Section 6-308(5) and Executive Order MJL 10-05, it requests qualifications from experienced firms to provide the needed services.

Description:

- Test Airport Management’s assertion that the Board complies with policies and procedures regarding payment of allowable costs and complies with PFC Law as defined in the General Revenue Bond Indenture and supplements thereto. Services shall include testing compliance with the flow of funds per the Indenture and PFC Law, testing PFC receipts and disbursements, and providing Airport Management with a letter describing noted instances of noncompliance and any recommendations for improvement in PFC policies and procedures.
- Assist Airport Staff (“Staff”) with preparation of reports required by the Indenture, including annual filings required by issuers of governmental bonds and the annual Compliance Certificate required by the Indenture.
- Assist Staff in the reporting requirements of the PFC regulations, including the quarterly PFC reports required to be entered into FAA’s SOAR system.
- Assist Staff in the preparation of financial statements as needed, including the year-end financial statements that are audited. Services shall include assisting Staff with implementing new accounting pronouncements as they become effective and reviewing recording of unusual transactions.
- Assist Staff in preparation of information to be included in bond documents. Services shall include working with bond attorneys, financial advisors, underwriters and rating agencies in order to complete information required to issue bonds.

Obtaining a Copy of the Solicitation:

Copies of the solicitation and related information are available from the City’s purchasing website at www.purchasing.nola.gov.

Instructions:

Applicants shall submit the following to the Department of Finance/Bureau of Purchasing directed Attention: Nat Celestine, Assistant Purchasing Administrator, New Orleans City Hall, 1300 Perdido St., Room 4W07, New Orleans, LA, 70112 no later than **June 16, 2017 at 4:00pm (CST)**:

Proposers shall provide ten (10) hard copies of the Submittal in an appropriately sized and sealed box, marked “**RFQ 8910-02206: Airport Federal Project Auditing Services.**” Proposers shall also provide two (2) digitally signed copies of the Submittal on a CD, DVD or flash drive, in PDF format, marked “**RFQ 8910-02206: Airport Federal Project Auditing Services.**”

For additional information contact procurement@flymsy.com.