

# Request for Proposal

## SPLOST Audit & Review

### **Purpose**

The request for Proposal is to solicit offers for audit and review services for Polk School District (PSD) to comply with the requirements of the Official Code of Georgia (O.C.G.A. 20-2-491) requiring public school systems to obtain continuing performance audits or performance reviews for expenditures of sales tax for capital outlay if the tax generates or is reasonably anticipated to generate \$5 million or more annually. This review is to include a review of the goals of the Special Local Option Sales Tax (SPLOST) program and the extent to which the program is meeting expectations for the effective, efficient and economic use of the tax dollars collected.

### **Background Information**

Polk School District (PSD) is located in Northwest Georgia. The school district currently has an enrollment of 7779 students, grades Pre-K through 12. PSD has over 900 employees. The system has 10 school facilities, a Central Office facility, Maintenance, Bus, and Special Education Facilities.

Polk School District, a political subdivision of the State of Georgia acting by and through its controlling and managing body, the Board of Education of the Polk School District (the "Board of Education"). The Board of Education is composed of 7 members who are elected by districts. Each member of the Board serves a 4 year term.

On May 20, 2014, a majority of the qualified voters of the School District authorized the imposition in Polk County of a one percent sales and use tax for educational purposes (the "Educational Sales Tax") for a period of time no to exceed 20 calendar quarters for the purpose of raising not more than \$28,000,000 for the purpose of funding the capital outlay projects described in the Resolution. Such voters also constituted approval of the issuance of general obligation debt of the School District in the Maximum principal amount of \$12,500,000 for such purposes. The proceeds received from the Educational

Sales Tax may be used to pay a portion of the cost of the capital outlay projects; however, upon issuance of the Bonds, no part of the said proceeds received in any year shall be used for such purposes until all debt service requirements of the Bonds for that year have been first satisfied from the account into which shall be deposited all proceeds received by the School District from the Educational Sales Tax.

The proceeds from the sale of the Bonds will fund in part the following Projects throughout the School District (i) constructing, remodeling, improving and equipping, of existing facilities including Cedartown High School, Rockmart High School, Westside Elementary, and Eastside Elementary; (ii) purchasing and instructional and administrative technology, (iii) acquiring system-wide safety and security systems and equipment; (iv) purchasing school buses, transportation and maintenance vehicles and equipment; (v) purchasing vocational, fine arts, cafeteria, physical educational and athletic equipment; (vi) purchasing textbooks and e-books; and (vii) acquiring real and personal property necessary, or to be used for foregoing purposes, and all other general purposes related to these capital outlay projects.

At the election held on November 7, 2017, a majority of the qualified voters of the School District authorized the imposition in Polk County of a one percent sales and use tax for educational purposes (the "Educational Sales Tax") for a period of time not to exceed 20 calendar quarters for the purpose of raising not more than \$25,000,000 for the purpose of funding the capital outlay projects described in the Resolution. Such vote also constituted approval of the issuance of general obligation debt of the School District in the maximum principal amount of \$18,050,000 for such purposes. The proceeds received from the Educational Sales Tax may be used to pay a portion of the cost of the capital outlay projects; however, upon issuance of the Bonds, no part of said proceeds received in any year shall be used for such purposes until all debt service requirements of the Bonds for that year have been first satisfied from the account into which shall be deposited all proceeds received by the School District from the Educational Sales Tax.

The proceeds from the sale of the Bonds will fund in part the following Projects (a) constructing, remodeling, improving, and equipping of existing facilities, including (i) the College and Career Academy at Cedartown High School, (ii)

elementary school classroom additions and related facilities; (iii) at Cedartown High School, a fine arts building with expansion of and improvements to band and drama facilities, parking lots and access roads, renovations to administrative offices, and resurfacing the track; (iv) at Rockmart High School, the agriculture barn/learning center, college and career facilities, concession stand, press box, resurfacing the track, and renovations and improvements to the gymnasium; (v) at Rockmart Middle School, restrooms, storage, and concessions facility for athletic fields; and (vi) roofing and air conditioning (HVAC) improvements, resurfacing of parking lots, additional parking lots and access roads, equipment and furnishings, and technology infrastructure and devices at new and existing school facilities; (b) instructional and administrative technology; (c) system-wide safety and security systems and equipment; (d) purchasing school buses, transportation, and maintenance vehicles and equipment; (e) purchasing vocational, fine arts, cafeteria, physical education, and athletic equipment; (f) purchasing textbooks and e-books; and (g) acquiring real and personal property necessary or to be used for the foregoing purposes and all other general purposes related to these capital outlay projects and for expansion of facilities.

## **Timeline**

The fiscal year for PSD is from July 1 through June 30. An audit review of the SPLOST program would cover July 1, 2020 through June 2021. SPLOST collections exceeded 5 million dollars in calendar year 2021.

## **Issuing Office**

Tammy McDonald, Finance Director  
Polk School District Board of Education  
612 South College Street  
Cedartown, Ga 30125  
770-748-3821  
[tammy@polk.k12.ga.us](mailto:tammy@polk.k12.ga.us)

## Proposal Form

**Total cost of the effective term** \_\_\_\_\_

(Total Cost shall include any additional charges Polk School District may incur upon use of your services.)

**Please state the estimated time for the completion of audit:** \_\_\_\_\_

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**Name and Title (Owner, partner or Officer of Firm)**

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**Company Name, Address, City and State**

## Request for Proposal

To: All Proposers

Polk School District invites independent certified public accounting firms to submit proposals to provide a SPLOST Performance Audit and Review.

Please contact Mrs. Tammy McDonald, Finance Director, at [tammy@polk.k12.ga.us](mailto:tammy@polk.k12.ga.us) with any questions or concerns regarding the RFP.

Responses to the Request for Proposal shall be submitted in a sealed envelope marked PSD SPLOST AUDIT and REVIEW. Proposals may be mailed or delivered to Polk School District, Finance Department, 612 South College Street, Cedartown, Georgia 30125 or hand delivered to the Finance Department prior to the time of closing.

Proposals will be received up to 2:00 pm at the Central Office located at 612 South College Street, Cedartown, Georgia on August 19, 2021.

Interested parties are instructed to read the attached pages before completing their offer on the attached proposal form.

# Exhibit A

## SPLOST V COLLECTIONS February 2016 through January 2021

	Splost Receipts (Actual)
February	\$ 331,566.97
March	\$ 361,065.46
April	\$ 377,855.87
May	\$ 372,365.41
June	\$ 363,179.52
July	\$ 389,794.80
August	\$ 384,146.19
September	\$ 380,161.93
October	\$ 381,984.64
November	\$ 358,964.13
December	\$ 359,554.46
January	\$ 412,458.17
February	\$ 333,893.12
March	\$ 346,672.71
April	\$ 386,342.21
May	\$ 390,906.41
June	\$ 406,707.63
July	\$ 399,718.93
August	\$ 425,875.29
September	\$ 410,579.13
October	\$ 421,865.80
November	\$ 366,428.02
December	\$ 386,731.67
January	\$ 449,652.05
February	\$ 393,484.44
March	\$ 369,297.19
April	\$ 441,598.46
May	\$ 410,217.71
June	\$ 428,738.86
July	\$ 452,098.02
August	\$ 459,411.53
September	\$ 467,746.75
October	\$ 410,475.78
November	\$ 462,165.72
December	\$ 418,409.02
January	\$ 466,448.22
February	\$ 412,483.24
March	\$ 423,285.74
April	\$ 448,442.75
May	\$ 484,001.12
June	\$ 476,557.42
July	\$ 454,414.19
August	\$ 476,379.95
September	\$ 481,767.66
October	\$ 474,368.41
November	\$ 455,954.98
December	\$ 461,542.04
January	\$ 502,097.66
February	\$ 422,774.63
March	\$ 410,559.16
April	\$ 460,805.60
May	\$ 484,906.03
June	\$ 536,107.43
July	\$ 489,827.91
August	\$ 497,997.24
September	\$ 1,047,323.47
October	\$ 495,656.54
November	\$ 481,053.88
December	\$ 504,660.76
January	\$ 567,028.20
Total	\$ 26,328,558.23

Exhibit B

SPLOST VI COLLECTIONS

February 2021 through May 2021

February	\$487,683.25
March	\$492,702.16
April	\$602,274.90
May	\$566,235.81
Total	\$2,148,896.12