

Fairfield Alabama Housing Authority

Independent Cost Estimate (ICE)

Procurement Title: Financial Auditing Services

Solicitation Type: Request for Proposals (RFP)

Location: Fairfield, Alabama (Birmingham Metropolitan Area)

Date Prepared: January 29, 2026

Prepared By: Renae Garrett

Reviewed By: Julius Howard

1. Purpose

This Independent Cost Estimate (ICE) is prepared in compliance with HUD Handbook 7460.8 REV 2, and 2 CFR §200.323(a). The ICE establishes a pre-solicitation estimate of reasonable cost for Financial Auditing Services for the Fairfield Alabama Housing Authority (FAHA). This benchmark will be used to evaluate proposal pricing, ensure competition results in fair and reasonable costs, and confirm budget adequacy.

2. Background

FAHA administers multiple HUD-funded programs including Public Housing and the Housing Choice Voucher (HCV) Program. FAHA requires annual independent financial and compliance audits to satisfy the requirements of 2 CFR Part 200, Subpart F (Audit Requirements), Generally Accepted Government Auditing Standards (GAGAS), HUD REAC-FASS Submission Requirements, and OMB Uniform Guidance.

3. Scope of Services Summary

The selected auditor shall perform an annual audit of FAHA's financial statements in accordance with Government Auditing Standards. Tasks include audit planning, fieldwork, preparation of financial statements, submission to HUD REAC, issuance of management letters, and presentation to FAHA's Board of Commissioners.

4. Estimated Level of Effort and Labor Rates (Birmingham Market)

Position/Role	Estimated Hours	Local Market Rate	Estimated Cost
Engagement Partner / Principal CPA	25 hrs.	\$200/hrs.	\$5,000
Audit Manager / Supervisor	40 hrs.	\$150/hrs.	\$6,000

Senior Auditor / Accountant	60 hrs.	\$120/hrs.	\$7,200
Staff Auditor / Accountant	70 hrs.	\$90/hrs.	\$6,300
Administrative Support	10 hrs.	\$50/hrs.	\$500
Subtotal – Labor			\$25,000

5. Other Direct Costs (ODCs)

Item	Basis of Estimate	Estimated Cost
Local Travel (on-site audit visits)	2–3 on-site trips within Jefferson County	\$1,000
Printing and Report Preparation	Final audit report and copies for HUD/FAHA files	\$400
Postage, Electronic Submission Fees	REAC system upload, mailings	\$150
Subtotal – ODCs		\$1,550

6. Total Estimated Cost

Labor Subtotal: \$25,000
 Other Direct Costs: \$1,550
 Total Estimated Cost: \$26,550

7. Basis of Estimate

This ICE was developed using HUD Handbook 7460.8 REV 2 and 2 CFR §200.323(a) guidelines; prior audit costs for similar-sized housing authorities in Alabama; Birmingham-area market rates for CPA firms; and the complexity and volume of FAHA’s HUD programs and transactions.

8. Certification

I certify that this Independent Cost Estimate was developed independently, without reliance on vendor input, in accordance with HUD and federal procurement standards.

Prepared By: _____
 Date: _____

Reviewed/Approved By: _____
 Date: _____