



ADDENDUM

SOLICITATION NO.: RFP 2019-14R External Audit Services

ADDENDUM NO. 1

DATE: 08/01/2019

To All Prospective Proposers:

This addendum is issued to modify the previously issued solicitation documents and/or given for informational purposes, and is hereby made a part of the solicitation documents. Please attach this addendum to the documents in your possession. ***Per the RFP, the proposer shall acknowledge receipt of any and all addenda, if any, listing the Addenda by number(s) and date(s) in their RFP documents.***

DEADLINE FOR PROPOSALS:

No change in proposal due date.

SPECIFICATION CHANGES/CORRECTIONS:

1. Section 5.4 Fee Proposal, a) Schedule of Compensation: The example on page 34 has a calculation error. Please see correction below:

The proposals response with the lowest proposed grand total amount being offered will receive thirty (30) points. The second lowest proposed amount will be divided into the low proposed amount and multiplied by thirty (30) to arrive at a point total, and so on for the other proposals.

(Example is as follows: If the lowest proposed amount is:

\$50,000, they will receive 30 points, if the second is:

\$60,000 the calculation is as follows:

$\$50,000 / \$60,000 \times 30 = 36$ 25 points)

Drawing Changes:

N/A

Questions/Clarifications and Answers:

The following question(s) (shown in italicized text) were submitted by prospective proposer(s). The City's responses are presented here (shown in bold text).The submitters' names and email addresses have been removed due to privacy requirements.

1. *Apart from the elected official, in regards to the selection committee, what are the members occupation (CPAs, finance professionals, business owners, attorneys, or other)?*

Commissioner Mayersohn - Business owner

Mr. Good - Financial Planning

Mr. Kowalski - Finance Professional

2. *Aside from the selection committee members, what changed in this RFP as compared to the original RFP for Audit Services issued by the City?*

There are no changes in the RFP beside the selection committee members. The RFP was re-issued to comply with approved Bill No. SB 7014 amending Florida statutes, Section 218.391.

3. *The example of the price calculation in section 5.4 a) on p. 34 appears to be incorrect. Should prices that are not the lowest be less than 30 points? (e.g., if \$50,000 is the lowest, a price of \$60,000 would be 25 points, correct?)*

Yes. That is correct. See above correction.

4. *To better promote & encourage minority participation, can the City consider a) awarding points for minority participation and b) calculating points for minority participation in the same way points are calculated for the fee proposal?*

No separate allocation of points will be made as this solicitation is being made pursuant to state law requirements. However, the Evaluation Selection Committee will be reminded to take into consideration DBE participation when assigning points to criteria number 1. Qualifications and Experience (see page 15, 3.1 CRITERIA FOR AWARD A) Technical Proposal, 1. Qualifications and Experience).

NAME OF COMPANY: _____