



ADDENDUM NO. 2

Issue Date: May 13, 2020

Project Name: Independent Auditing Services

RFP Number: 2020040

RFP Opening Date: **May 21, 2020**

This addendum is being released to answer questions received to date.

The information and documents contained in this addendum are hereby incorporated in the invitation to bid. **This addendum must be acknowledged where indicated on the proposer information form, or the proposal may be declared non-responsive.**

Note: Public RFP opening and tabulation will take place via Zoom, rather than in person, due to COVID-19. Dial in information will be posted to Demandstar and Vendor Registry.

Attachments:

UPDATED Sworn Statement Under Section 105.08

Questions and Answers

1. What were the audit fees for each of the last three fiscal years?
See Addendum 1
2. Are the current auditors allowed to respond to the RFP?
Yes
3. Does the current auditor prepare the CAFR?
No
4. How long has the current auditor been performing this audit?
See Scope of Services Section 2 General Information, Paragraph (5) of RFP.
5. In fiscal year 2019, were there any additional services provided by the current auditors? If so, what were they and what were the fees?
See Addendum 1 – question 9. Please note the additional audit was completed in FY2019, not FY2018 as indicated in that response.

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Are there any points awarded in the Evaluation Criteria for any of the following: Local business

6. preference (and if so, in what areas), MWBE or SBE certification (and if so, what certifications does the County accept?

No, points are allocated as indicated on page 11 of the RFP, however participation by disadvantaged and local businesses is encouraged.

7. Does the County expect to meet the requirements for a Federal Single Audit in 2020

Yes

8. Does the County expect to meet the requirements for a Florida Single Audit in 2020?

Yes

9. Are there any material current events that will affect the County during the 9/30/20 fiscal year (lawsuits, debt issuances, changing software, new programs, loss/gain of major funding source...)?

Not aware of any at this time.

10. Who will be the members of the audit selection committee?

See Scope of Services Section 2 General Information, Paragraph (1) of RFP. Please note the cone of silence is in effect and contact with any County Agency or staff outside the Purchasing Division is prohibited.

For the form(s) that require notarization, the form(s) do not have the updated online notarization verbiage effective 01/01/2020. Would we be allowed to update the form, or will you provide an updated version?

11. • The foregoing instrument was acknowledged before me, by means of
 physical presence or online notarization, this _____ day of _____, 20____, by _____
 who is personally known to me or who has produced _____ as identification

Updated Sworn Statement Under Section 105.08 is attached for use, if desired.

Would the ENTITY consider allowing electronic signatures on this proposal to allow our employees to continue working safely from home? Or has the ENTITY considered to have the proposal submitted electronically, instead of physical copies?

- 12.

Yes, electronic signatures and electronic copies are fine.

**SWORN STATEMENT UNDER SECTION 105.08, INDIAN RIVER COUNTY CODE, ON DISCLOSURE OF
RELATIONSHIPS**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement **MUST** be submitted with Bid, Proposal or Contract No. 2020040
for Independent Auditing Services

2. This sworn statement is submitted by: _____

(Name of entity submitting Statement)

whose business address is:

_____ and its Federal Employer Identification Number (FEIN) is _____

3. My name is _____
(Please print name of individual signing)

and my relationship to the entity named above is _____

4. I understand that an "affiliate" as defined in Section 105.08, Indian River County Code, means:

The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of the entity.

5. I understand that the relationship with a County Commissioner or County employee that must be disclosed as follows:

Father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, grandparent, or grandchild.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. [Please indicate which statement applies.]

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the

entity, have any relationships as defined in section 105.08, Indian River County Code, with any County Commissioner or County employee.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents, who are active in management of the entity have the following relationships with a County Commissioner or County employee:

Name of Affiliate or entity	Name of County Commissioner or employee	Relationship
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Signature)

(Date)

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this ____ day of 20____, by _____ (name of person making statement).

(Signature of Notary Public - State of Florida)
(Print, Type, or Stamp Commissioned Name of Notary Public)

who is personally known to me or who has produced _____ as identification