



THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA  
 SCHOOL BOARD ADMINISTRATION BUILDING  
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**BID/RFP ADDENDUM**

Date: 03/20/2018

Addendum No. 1

BID/RFP No. RFP-17-017-CH BID/RFP TITLE: External Independent Auditing Services for GOB Services

**This addendum modifies the conditions of the above-referenced BID/RFP as follows:**

The attachment provides answers to the questions received for the above referenced RFP.

All other terms and conditions of the RFP remain the same.

*All information, specifications terms, and conditions for the above-referenced BID/RFP, are included on the document posted on the Procurement Management website at <http://procurement.dadeschools.net>*

*The attached pages containing clarifications, additional information and requirements constitute an integral part of the referenced bid. If your bid/proposal has not been submitted, substitute the pages marked REVISED and mail your entire bid/proposal package.*

I acknowledge receipt of Addendum Number 1

PLEASE NOTE: If your firm has forwarded a copy of this bid/proposal to another vendor, it is your responsibility to forward him/her a copy of this addendum.

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY, STATE ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ E-MAIL I.D. \_\_\_\_\_ FAX # \_\_\_\_\_

BY: SIGNATURE (Manual): \_\_\_\_\_  
 OF AUTHORIZED REPRESENTATIVE

NAME (Typed): \_\_\_\_\_ TITLE: \_\_\_\_\_  
 OF AUTHORIZED REPRESENTATIVE

## **Addendum #1, General Obligation Bond Services**

**The following list addresses the questions received regarding this solicitation:**

1. Please provide a copy of the report produced by the Washington Economics Group in April 15, 2012, titled The Economic Development Impacts of the Proposed General Obligation (GOB) to Miami-Dade County.

**Answer: The report can be accessed via this link:**

**<http://bondsfor schools.dadeschools.net/Files/WEG-Economic Development Impact GOB Issue-08-15-2012.pdf>**

2. Section 2.4 of the RFP provides a 20 page limit. For clarification, the 20 page limit is related to the underlying requirements of Section 2.4 and not the entire proposal requirements in SECTION 4.0 - PROPOSAL SUBMISSION AND FORMAT., correct? Please clarify.

**Answer: The twenty (20) page limit relates to Section 2.4 only.**

3. What department and/or individuals will be responsible in providing the audit firm the requested audit schedules and reports?

**Answer: The Office of Management and Compliance Audits.**

4. Will there be a phone conference line for the PRE-PROPOSAL CONFERENCE held on Thursday, March 15, 2018 at 10 a.m.

**Answer: No.**

5. The RFP states the projected contract start date will be June 2018 but does not stipulate an audit completion date. Does the board have an expected date of completion?

**Answer: The completion date of the audit will be defined in the resulting contract to the awarded firm.**

6. Has the scope of services or similar scope been performed for previous bonds or other areas? If so, can you provide a copy of the final report(s)?

**Answer: No. This is the first audit of this scope.**

7. What is the timeframe in which you expect to have the work performed, including the anticipated due date of reports?

**Answer: Please see the response to Question #5.**

8. What MDPS personnel category/level will be the primary point of contact for gathering audit information and answering questions? In what department will he/she come from?

**Answer: Please see the response to Question #3.**

9. Who, specifically, will make up the selection committee?

**Answer: The Selection Committee members are defined in School Board Policy 6320, Purchasing.**

10. Page 23 of 50, Section 2.4 makes reference to a 20 page maximum. Is that just for items 1-5 of that section or is it for the proposal in its entirety (including title page, table of contents, forms, etc.)?

**Answer: Please see the response to Question #2.**

11. Page 26 of 50, Section 4.0, Item #4, Technical Qualifications, refers to providing responses to items listed in Section 2.0 on pages 22 through 24 of 50. Which sections, specifically, require responses since 2.1 through 2.3 appear to be general in nature or providing the scope of services? Are the required responses referring to Section 2.4, only?

**Answer: Technical Qualifications refers, on page 26, refers to the evaluation criteria. Yes, your firm's responses to Section 2.4 will satisfy the requirement.**

12. Is the price proposal (pages 29 and 30 of 50, Section 5) to be considered in determining ranking or short listing?

**Answer: Yes, please see Section 5.2, Evaluation Criteria, page 29 of this RFP.**

13. For the original copy of the proposal, can electronic signatures be used?

**Answer: No.**

14. For the original and all other copies of the proposal, can digitally-certified signatures be used?

**Answer: For the original copy, only original signatures are acceptable. Digital signatures can be used for copies.**

15. If there are any forms to be submitted, can they be signed digitally?

**Answer: Please see the response to Question #14.**

16. What was the actual amount for last year's audit?

**Answer: N/A. This is the first audit of this scope.**

17. What is the budgeted amount for this year's audit?

**Answer: Please see Section 3.1, Pricing. The budgeted amount is a not-to-exceed of \$200,000.**

18. What is the current contract period? When would the contract start?

**Answer: Upon School Board review and approval, as well as fully executed contract.**

19. Why are you going out for bids for auditing services?

**Answer: Please see Section 2.1 General Information of this RFP, page 22.**

20. Is there a mandatory rotation policy?

**Answer: No.**

21. How long have you been working with the current Auditors?

**Answer: N/A. This is the first audit of this scope. Auditors of the district's financial statements, since February 2011.**

22. From a financial standpoint, what are your top three (3) priorities?

**Answer: Please see Section 2.3 of this RFP, pages 22 and 23.**

23. Has anything significant occurred in the current year, which is different from prior years?

**Answer: N/A. This is the first audit of this scope.**

24. Who is on the selection committee?

**Answer: Please see the response for Question #9.**

25. Who will rank the firms; staff or the selection committee? Finance/Audit committee?

**Answer: The Selection Committee will rank the submitted proposals.**

26. What has been exhibited by the current auditors that you value the most?

**Answer: N/A. This is the first audit of this scope.**

27. What are the qualities in an auditing firm that you deem most important?

**Answer: Please see Section 5.2 Evaluation Criteria of the RFP, page 29**

28. Please provide us with any questions provided to you from other interested auditing firms, along with your response.

**Answer: Please see the preceding Questions #1 – #27 on this document.**