

REQUEST FOR PROPOSALS

BOND PERFORMANCE AUDIT SERVICES FOR THE LOS ANGELES COMMUNITY COLLEGE DISTRICT

LOS ANGELES COMMUNITY COLLEGE DISTRICT

Contracts Office

770 Wilshire Boulevard, 6th Floor

Los Angeles, California 90017

RFP Number: 19-02

Addendum Number: 1

Date: March 19, 2019

NOTICE TO PROPOSERS: THIS ADDENDUM SHALL BECOME PART OF THE RFP, AND PROPOSERS SHALL ACKNOWLEDGE, IN WRITING, RECEIPT AND INCORPORATION OF ALL ADDENDA AND CLARIFICATIONS IN THEIR RESPONSE. FAILURE OF THE PROPOSER TO RECEIVE ADDENDA SHALL NOT RELIEVE THE PROPOSER FROM ANY OBLIGATION UNDER ITS PROPOSAL AS SUBMITTED. THE PROPOSER SHALL IDENTIFY AND LIST IN ITS PROPOSAL ALL ADDENDA RECEIVED AND INCLUDED IN ITS PROPOSAL; FAILURE TO DO SO MAY BE ASSERTED BY THE DISTRICT AS A BASIS FOR DETERMINING THE PROPOSAL NON-RESPONSIVE.

Clarifications and Answers to Questions

Clarification:

1. On page vi titled, "Exhibit F" in the third column of the table "Standard Hourly Rate" is defined as the usual and customary hourly rate for which your firm regularly charges for services.
2. On page vi titled, "Exhibit F" in the fourth column of the table "Quoted Hourly Rate" is defined as the hourly rate to be used to calculate costs for your firm's submitted proposal for RFP 19-2: Bond Performance Audit Services for LACCD for the requested services. These rates will be incorporated into the resulting contract in the event of award. Regardless of any rates published elsewhere in any proposal, these are the firm and final rates your firm will be held to. This column is not to be left blank.

Deletion

Under section H: Appendices on Page 30, the following statement is deleted in its entirety with no replacement:

"Provide a sample of utilization reports, (preferably for a community college client) detailing the report parameters and frequency for which reporting would be performed and submitted to the District. In addition, provide samples of an annual executive summary and customer satisfaction survey."

Answers to Questions:

Question 1:

“On page 30 of the RFP under H. Appendices, you ask for a sample of utilization reports, “detailing the report parameters and frequency for which reporting would be performed and submitted to the District.” Could you further explain what you mean by ‘utilization reports?’”

Answer to Question 1:

Please see deletion above.

Question 2:

“Can you please provide the prior year fees for the performance audit?”

Answer to Question 2:

The District paid the Auditor a total fixed fee of \$425,000 for the LACCD fiscal year 2017-2018. LACCD makes no representation that this fee is indicative of pricing for the purposes of this RFP and encourages all proposers to make their best judgment about the fees and costs included in their proposals.

Question 3:

“Were there any areas in which you felt could be improved for the audit?”

Answer to Question 3:

LACCD is required by law to engage in contracts of no more than five years. Any public procurement is only a matter of LACCD policy and does not infer any deficiencies in the services provided under previous contracts, but rather is designed to communicate the current needs and requirements of the District. As such, the RFP document speaks for itself in regards to the desires of the District.