



REQUEST FOR PROPOSALS AUDIT SERVICES

Q1. Please clarify the due date of the proposal. Section 4.1 states, "Proposals must be RECEIVED no later than 4:00 p.m. on Friday, October 15, 2024." October 15, 2024 is a Tuesday.

A1. Proposals must be received no later than 4:00 pm EST, Friday, October 18, 2024.

Q2. Section 4.2. states, "The 12-page maximum does not include the Reference Form or the Statement on Public Entity Crimes," These forms are not included in the RFP, please provide.

A2. The Reference Form is attached to these questions. The Public Entity Crimes is not a form but is incorporated as part of section 6.3. In other words, by submitting a proposal you are agreeing to the statement. A sample of the statement is as follows:

By submission of this proposal in response to the RFP, [Name of audit firm] certifies compliance with the below requirements as stated in section 287.133, Florida Statutes.

In accordance with section 287.133(2)(a), Florida Statutes, "A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in section 287.017, for Category Two, for a period of 36 months from the date of being placed on the convicted vendor list."

Q3. With a limited page maximum, please confirm the following are not included in the 12-page maximum:

Cover and Title Pages

Table of Contents

Reference Form (please provide)

Statement on Public Entity Crimes (please provide)

CPA Licenses

Exhibit A

A3. The above listed items are not included in the 12-page maximum.

Q4. What were the audit fees for the previous three fiscal years?

A4. Total audit fees for the last three fiscal year audits were \$18,000 per year with no out of scope services.

REFERENCE FORM

1. Owner's Name and Address:

Contact Person: _____ Telephone # (_____) _____

Email: _____

2. Owner's Name and Address:

Contact Person: _____ Telephone # (_____) _____

Email: _____

3. Owner's Name and Address:

Contact Person: _____ Telephone # (_____) _____

Email: _____

4. Owner's Name and Address:

Contact Person: _____ Telephone # (_____) _____

Email: _____