



404-2020 ADDENDUM 1

REQUEST FOR PROPOSAL FOR EXTERNAL AUDIT SERVICES

ISSUED: July 23, 2020
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URGENT

PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE REQUEST FOR PROPOSAL

THIS ADDENDUM SHALL BE INCORPORATED INTO THE REQUEST FOR PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS

Template Version: Ar20160708

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Request for Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 10 of Form A: Proposal may render your Proposal non-responsive.

PART A – PROPOSAL SUBMISSION

Replace: 404-2020 Proposal Submission with 404-2020 Addendum 1- Proposal Submission. The following is a summary of changes incorporated in the replacement Proposal Submission:

The City of Winnipeg
Tender No. 404-2020 Addendum 1

Bid Submission
Page 1 of 1

FORM B (R1):PRICES and Other Service Value
(See B10 in Tender Document)

Form B(R1): Add Items No. 15 to 16 inclusive.

The City of Winnipeg
Tender No. 404-2020 Addendum 1

Bid Submission
Page 1 of 1

FORM B (R1):PRICES and Other Service Value
(See B10 in Tender Document)

FEE					2020	2021	2022	2023	2024
Item	Description	Spec. Ref	Unit	Approximate Quantity Per Year	Fee Amount				
	Statement of Revenues and Expenses of Winnipeg								
15.	Police Services		Fixed Fee	1					
	Statement of Revenues and Expenses of The Winnipeg								
16.	Police Board		Fixed Fee	1					

PART D – SUPPLEMENTAL CONDITIONS

Add: D3.4(c)(vi) Winnipeg Police Board
D3.4(c)(vii) Winnipeg Police Services

PART E – SPECIFICATIONS

Add: E2.4(i) Winnipeg Police Board (By-Law No. 148/2012) (Statement of Revenues and Expenses)

E2.4(j)

Winnipeg Police Services (By-Law No. 148/2012) (Statement of Revenues and Expenses)

APPENDICES

Add: Appendix_B Proponents Conference Presentation

QUESTIONS AND ANSWERS

Q1: When is the substantive audit work done?

A1: The City has a December 31st year end and is generally ready to provide year-end working papers at the end of February/first week of March. The timing of audit deliverables is available in the attached proponent's conference presentation.

Q2: Is the City COVID ready for an audit? I.e. will the City be able to provide all of the required information electronically?

A2: Yes the City has already completed its 2019 audit through the period COVID measures were in place.

Q3: Explain the Other Service Value identified in the proponent's conference presentation?

A3: Other Service Value is available for proponents to submit an annual value that would be available to the City to draw on for other work not identified in the RFP. The RFP includes an annual cap of \$30,000 on this value. This value is essentially work that the City could have done without paying any additional amounts under the contract.

Q4: Will the Assessment and Taxation department be included in the PeopleSoft Accounts Receivable and Billing Module recently implemented?

A4: At this time, there is no intention to transition the Assessment and Taxation Department onto the PeopleSoft Billing and Accounts Receivable Module as the department has a custom system that serves multiple purposes of property assessments, taxation and collection.

Q5: Is there a consolidation module in Peoplesoft? Is the consolidation automated?

A5: There is not a consolidation module that the City currently uses. The City does have some ability to query preliminary balances for financial statement accumulation within its City managed funds, however the consolidation process is largely manual at this time.