



679-2020 ADDENDUM 2

REQUEST FOR PROPOSAL FOR CALL OUT LIST FOR INVESTIGATIVE, FORENSIC AND PERFORMANCE AUDIT SERVICES

URGENT

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

ISSUED: November 9, 2020
BY: JoeAnne Wiebe/for Bryan Mansky
TELEPHONE NO. 204 - 986-3404

**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 B – BIDDING PROCEDURES

Clarification of B8.2: The proposal may be for either **or** both service lines: Investigative/Forensic or Performance Audits, experience for each service line should be delineated.

Revise B11.2(f) to read: reference information (**one current name** with telephone number per engagement, including business sector and approximate size).

Revise B12.3(d) to read: reference information (**one current name** with telephone number, per engagement, including business sector and approximate size).

Revise B17.2 to read: **After evaluation, the name(s) of the successful Proponent(s) who will be on the call out list, and their address(es) will be available on the MERX website at www.merx.com.**

Revise B17.4 to read: **Following the release of the call out list, a Proponent will be provided with information related to the evaluation of his/her submission upon written request to the Contract Administrator.**

PART E – SPECIFICATIONS

Add E2.5(b)(ii) to read: **does not require CFE, or CPA, CFF designations.**

Questions and Answers:

Q1: Will reports be issued under the Firm who completes the work, co-sourced or by the City of Winnipeg?

A1: The work will be reviewed by the Audit Department; the reports will be issued under the name of Audit Department.

Q2: For investigative/forensic services, a junior associate may have less than two years experience, and may work under the supervision of a Senior Auditor that holds the CFE designation. Is this acceptable to the City?

A2: The Associate/Staff investigator does not require a CFE or CPA, CFF designation. See revision to E2.5(b)(ii) above.

Q3: Who will prepare the Audit plan for each engagement?

A3: This will be determined on a case-by-case basis.

Q4: If a firm requires partner level participation, how will this be compensated?

A4: The Audit Department will compensate in line with the pricing provided on Form B.

Q5: Performance audits may only have one primary contact for delivery. Is it satisfactory to provide only one reference in these circumstances?

A5: One reference per engagement for performance audit services is acceptable. See revision to B11.2(f) and B12.3(d) above.