



**ADDENDUM
PURCHASING OFFICE
CITY OF AUSTIN, TEXAS**

Solicitation: RFP 5500 JTH3026

Addendum No: 2

Date of Addendum: July 17,2022

This addendum is to incorporate the following changes to the above referenced solicitation:

I. Clarifications:

- 1. This Addendum 2 extends the solicitation by one week to July 26, 2022. The receipt date is changed to July 26,2022 at 2:00 PM (CST) and the opening date is changed to July 26, 2022 at 3:00 PM (CST). All other receipt and opening dates are superceded and replaced by this clarification.**

II. Questions:

- Q1. Has the City of Austin previously performed Chapter 380 Third-Party Reviews for specific vendors and if so, have the procedures performed and results been publicly published?
- A1. The City of Austin had previously performed Chapter 380 Third-Party Reviews for specific vendors. These reports can be found at <https://data.austintexas.gov/dataset/Payments-Compliance-Reports/cnaj-c72e/data> in the Independent Party Compliance Report column.
- Q2. Are requested redlines to the City of Austin Standard Terms and Conditions required to be submitted with the response or will the Terms and Conditions be negotiated once a winning bid is selected?
- A2. Redlines on the City of Austin Standard Terms and Conditions should be submitted with your proposal. City will make the determination as to whether exceptions are acceptable.
- Q3. Has the City of Austin determined what procedures will be performed for each vendor audit? If so, can those procedures be shared for review and pricing purposes? If not, does the City of Austin wish to see a proposed approach for the audits and pricing associated with that approach?
- A3. The procedures to be performed for audit are determined during the review process. They depend on the requirements of the agreement and the information provided by the company under review. Procedures performed in prior reviews can be found in the reports referenced in the response to question 1.
- Q4. Will the due date of the proposal response be extended to allow for time to review question responses and modify responses if needed?
- A4. **Yes, the City will be extended for 1 week until July 26,2022, 2:00 PM (CST) received and 3:00PM (CST) opened.**
- Q5. Does the City of Austin have a preferred format for Price Proposal section of the response? Specifically, should Pricing be provided using a rate card, estimated fees on a per vendor audit, or otherwise?

- A5. The City does not have a preferred price format but will add that it finds rate cards extremely useful in sizing projects. Having said that, the vendor may use their judgement in provision of pricing.
- Q6. Three References: Do references have to be specific to the bidding firm or can references be provided for individuals proposed to perform the requested scope of services?
- A6. References should be specific to bidding firms.

III. ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

RETURN ONE COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE, CITY OF AUSTIN, WITH YOUR RESPONSE OR PRIOR TO THE SOLICITATION CLOSING DATE. FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION.