



**ADDENDUM NO. 1**

**RFP NO. 2023-008**

**Tuesday, June 27, 2023**

**TO ALL PROPOSERS:**

Please incorporate the following information/clarifications, changes, additions, and/or deletions into the specification packet for the above-referenced project:

**QUESTIONS AND CLARIFICATION:**

1. Q: For how many years has the City engaged the same auditor (the current audit firm)?

A: Our current audit firm has been engaged since June 2016.

2. Q: Who are the members of the audit selection committee?

A: The Selection Committee members are:

Chair: Anthony N. Caggiano

Voting Members: Kim Moskowitz

Sherry Walker

Non-Voting Members: Ismael Diaz

Jacqueline Chin-Kidd

Alternates: Frank Dipaolo

Kay Grant

3. Q: What were the total audit fees paid for fiscal year 2021 as to the Audit, Federal Single Audit, Florida Single Audit?

A: \$89,500

4. Q: What were the total audit fees paid for fiscal year 2022 as to the Audit, Federal Single Audit, Florida Single Audit?

A: \$89,500

5. Q: Please provide a copy of the fiscal year 2022 “Required Communications Letter to Those Charged with Governance” issued by the external auditor to the City.

A: See attached

6. Q: Did the auditor provide “out-of-scope services” during fiscal year 2021? If so, what were the associated services and fees?

A: No out-of-scope services for fiscal year 2021

7. Q: Did the auditor provide “out-of-scope services” during fiscal year 2022? If so, what were the associated services and fees?

A: No out-of-scope services for fiscal year 2022

8. Q: In Exhibit B – within the section of ‘Rates by Level of Staff’, it makes reference to a ‘sealed cost proposal’. Is the intent of this reference within that sentence, to require the proposer to prepare Exhibit B in a separate sealed cost proposal report that is separate from the Proposal (and essentially requiring 2 different documents to be submitted)? Or is the Exhibit B intended to be reflected within the Proposal document?

A: Exhibit B is not intended to be separated from the RFP. The entire RFP should be submitted sealed.

Kelly McGilvray

Kelly McGilvray  
Buyer II

Tuesday, June 27, 2023

Please sign and return the acknowledgment page of this addendum by email or by fax. The original acknowledgement page is to be included with your qualifications submission.

**ACKNOWLEDGEMENT FORM**

**ADDENDUM NO. 1**

**RFP NO. 2023-008**

I acknowledge receipt of Addendum No. 1 for RFP No. 2023-008. This addendum contains nine (9) pages. Please include the original of this form in your qualifications submission.

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Signer \_\_\_\_\_  
(please print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Please fax your completed form to (954) 935-5258 or e-mail to [purchase@margatefl.com](mailto:purchase@margatefl.com).

*Kelly McGilvray*  
Kelly McGilvray  
Buyer II

Tuesday, June 27, 2023

NOTE: The original of this form must be included with your qualifications submission.