



**OHIO TURNPIKE AND
INFRASTRUCTURE COMMISSION**

682 Prospect Street
Berea, Ohio 44017
(440) 234-2081

**REQUEST FOR PROPOSALS
TO PERFORM CONTRACT COMPLIANCE
AND OTHER MISCELLANEOUS AUDITING SERVICES**

ADDENDUM NO. 1

ISSUE DATE:

October 5, 2017

INQUIRY END DATE:

5:00 P.M. (Eastern), October 19, 2017

PROPOSALS FROM FIRMS TO BE RECEIVED NO LATER THAN:

5:00 P.M. (Eastern), October 27, 2017

ATTENTION OF RESPONDENTS IS DIRECTED TO:

ANSWERS TO QUESTIONS RECEIVED THROUGH

5:00 P.M. OCTOBER 16, 2017

ANSWERS TO QUESTIONS RECEIVED THROUGH OCTOBER 16, 2017

Q#1 It there a specific RFP # which we should be referencing or including on our packaging when we ship hard copies of our proposal?

A#1 No, just include the cover page of the RFP with the respondent's completed contact information.

Q#2 Has the Commission had the requested audit services provided to it in the past? If so, for how long?

A#2 Yes. The Commission has a long history of contracting with auditing firms for assistance with contract compliance and other miscellaneous auditing services on an as-needed basis. The RFP process presently underway standardized our approach to procuring such services and was first utilized in the early 2000's.

Q#3 Are examples of the Commission's capital improvement contracts posted anywhere publicly? If so, can you please provide a link to the contract templates.

A#3 Yes, the Contract Documents are available by registering for a free vendor account and logging into Bid Express® (<https://www.bidexpress.com>).

Q#4 Will the audit documentation be available electronically or are the records hardcopy?

A#4 Documentation format varies from project to project. While most documentation is available electronically, many engagements will involve the review of hard copy records to some degree.

Q#5 What type of contract delivery model does the Commission employ most often (lump sum, CM-at-Risk, cost plus, etc.)?

A#5 For public improvement projects, the Commission typically contracts through the design-bid-build model on a unit price basis. Occasionally, a lump sum or gross price is used for public improvements and payment is based on a schedule of values.

Professional service contracts utilize a not to exceed amount with payment based on hourly rates for various classifications of labor and an audited overhead rate multiplier.

Q#6 Please confirm the term of the agreement.

A#6 The initial term of the agreement(s) that may result from the RFP is three (3) years, and the Commission shall have options to renew the agreement for three additional two-year

renewal terms. The first paragraph in PART I of the RFP is revised accordingly through this Addendum No. 1 to correctly state the potential term consistently with PART IV and the FORM CONTRACT included with the RFP.

Q#7 Can you let me know how our proposal would be perceived if we do not currently service governmental entities?

A#7 Government experience is not a requirement, but is viewed favorably. Concession agreements that generate revenue for the Commission are the most frequent subject of compliance engagements, and general commercial transactions that do not require any particular governmental experience to audit. However, government experience might be helpful in some of the other miscellaneous projects that periodically arise; specifically, public improvement contracts. Accordingly, the breadth and scope of respondents' experience is considered in its totality, not within individual sectors.