#### January 5, 2017

**TO:** All Bidders under Request for Proposals: An independent audit of the DeKalb County Government Water Metering and Billing

**FROM:** Office of Independent Internal Audit, DeKalb County, Georgia

 **ADDENDUM NO. # 2**

Request for Proposals: An independent audit of the DeKalb County Government Water Metering and Billing*,* is hereby amended as follows:

1. **The attached list of questions and answers is provided for your information.**
2. If a proposal has been submitted and anything in this Addendum causes the bidder to change the item offered, changes will be inserted below:

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1. It is the responsibility of each proposer to ensure that he is aware of all addenda issued under this RFP. Please sign and return this addendum with the RFP proposal on or before January 13, 2017 at 3:00pm. You may call Chief Audit Executive: John L. Greene Phone: 404-371-2765 before the proposals are due to confirm the number of addenda issued.
2. All other conditions remain in full force and effect.

John L. Greene, Chief Audit Executive

Office of Independent Internal Audit

**ACKNOWLEDGMENT**

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

The above Addendum is hereby acknowledged:

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 (NAME OF BIDDER)

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 (Signature) (Title)

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| An independent audit of the DeKalb County Government Water Metering and BillingQuestion and Answers |
| 1. | Question: | The current solicitation timeline is 15 days, which include federal holidays. In light of this timeline, and in order for respondents to provide the County with the best possible proposals to meet its needs through this solicitation, would the County consider extending the deadline for responses? |
|  | Answer: | Addendum No. 1 addressed this question by extending the deadline for questions to the close of business as of December 30, 2016 and the proposal due date was extended until January 13, 2017 at 3:00pm. |
| 2. | Question: | Will answers to questions be shared with all interested parties, and if so by what date? |
|  | Answer: | The RFP questions were due by close of business on December 30, 2016 and the answers will be posted by close of business on January 6, 2017 with proposals due by January 13, 2017 at 3:00pm. |
| 3. | Question: | Are there any incentives/special considerations for larger firms to partner/subcontract with smaller minority owned firms? |
|  | Answer: | No |
| 4. | Question: | Will a list of interested parties be provided, along with contact information? |
|  | Answer: | No. |
| 5. | Question: | Are providers of services required to be licensed CPA firms? |
|  | Answer: | No |
| 6. | Question: | Are there any incentives/special considerations for larger firms to partner/subcontract with smaller minority owned firms? |
|  | Answer: | See answer for question #3. |
| 7. | Question: | Will a list of interested parties be provided, along with contact information? |
|  | Answer: | See answer for question #4. |
| 8. | Question: | What is the number of hours anticipated for this project?  |
|  | Answer: | Not to exceed 1600 hours. |
| 9. | Question: | What is the size of DeKalb County's internal audit staff - along with position titles? |
|  | Answer: | Currently, the audit staff is made up of one individual - the Chief Audit Executive.  |
| 10. | Question: | What are the revised dates for firm interviews and selection? |
|  | Answer: | * An evaluation committee will review and rate all proposals and shall determine if interviews are necessary.
* We anticipate reviewing the qualifications during the week of January 16, 2017 through January 20, 2017.
* If interviews are necessary, we anticipate them being done on January 23, 2017 and January 24, 2017.
* We anticipate selection of the successful firm by February 2017.
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