



**ADDENDUM #1
To COG RFP #2022-01
Triennial Performance Audit**

July 30, 2021

This Addendum No. 1 to RFP #2022-01 for the Triennial Performance Audit provides responses to questions received prior to the deadline set forth in the RFP.

The following responses to consultant questions shall be considered when preparing your proposal:

1. On page 6 of the RFP, the fourth bullet requires “evidence of Respondent’s possession of all...business license(s) needed...” For this project, is the Respondent required to possess a business license from the City of Hollister and/or the County of San Benito? If so, can it/they be obtained upon notice of award but prior to the selected consultant starting any work?

Response: Yes, the selected consultant will be required to register to conduct business in San Benito County and the City of Hollister before contract award. Required licenses can be obtained upon award but prior to the selected consultant starting any work.

2. On page 9 of the RFP, Section 3.17 requires the consultant to provide a “qualified contract manager.” Is this the same as the project manager or is it a separate role?

Response: Yes, a qualified contract manager is the same as a project manager.

3. On page 9 of the RFP, Section 3.17 states “it is desirable that the contractor have local representation to provide on-site consultation/problem resolution.” This does not seem to apply to this engagement, as there is limited on-site work for this type of project.

Response: That is correct, on-site work may not be necessary for this project.

4. Has a budget been established for this engagement?

Response: A budget has not been established for this engagement. We anticipate that the budget will be at or near the budget of our previous Triennial Performance Audit which was \$13,820 for the Local Transportation Authority and \$7,045 for the Council of San Benito County Governments.

The remaining provisions of RFP #2022-01 remain unchanged. In the event of a conflict between any provision of this Addendum and the previous RFP #2022-01, this Addendum shall prevail.

Sincerely,

Mary Gilbert
Executive Director