

NOTICE TO ALL POTENTIAL RESPONDENTS

The updates and modifications listed below are in direct relation to the following Request for Proposal: **Annual Financial Auditing Services**. This addendum is released on December 3rd, 2018 and officially updates, replaces, removes or clarifies certain portions of the City's issued Request for Proposal. Additional details are listed below.

Corrections, Clarifications & Updates

On page 16 of the issued RFP, under 'Timing of Deliverables,' item A, the following correction is made:

Original: The Contractor shall ensure the City's records are examined so that field work is completed no later than October 15th immediately following the end of the fiscal year being audited and shall furnish its opinion on the Comprehensive Annual Financial Report no later than the **November 15th** immediately following the end of the fiscal year being audited.

Correction: The Contractor shall ensure the City's records are examined so that field work is completed no later than October 15th immediately following the end of the fiscal year being audited and shall furnish its opinion on the Comprehensive Annual Financial Report no later than the **November 30th** immediately following the end of the fiscal year being audited.

On page 23 of the issued RFP, under the 'Supplemental Data' attachment, item 8 and item 9, the following corrections are made:

Original: 8. The City anticipates closing all accounting records on **July 31st**, 2019.

Correction: 8. The City anticipates closing all accounting records on **August 31st**, 2019.

Original: 9. Expected audit report due date is **September 30, 2019**; this is to ensure deadline of commission approval of audited financials by **October 11th**, 2019.

Correction: 9. Expected audit report due date is **November 30th, 2019**; this is to ensure deadline of commission approval of audited financials by **December 31st, 2019**.

END OF ADDENDUM