

Questions and Answers for Audit Services

Q. What is the reason for going out for bid?

A. We are required to every 5 years.

Q. Will your entity require a single audit for fiscal year 2021?

A. 6/30/21 has been completed. We are seeking services for period ending 6/30/22.

Q. When was the last time CareerSource Pasco Hernando switched CPA firms?

A. 2017

Q. Is there a different address to submit the proposal? FedEx and UPS don't deliver to PO Boxes.

A. 16336 Cortez Blvd. Brooksville, FL 34602

Q. Page 2, Format for Preparing Proposals, states there is a 10 page maximum for the written narrative of the proposal. Please confirm this only includes the following sections of the proposal: Prior Experience, Organization size and structure, Staff Qualifications, Understanding of Work to be performed, Budget and other.

A. Correct.

Q. 1 Page 5 references, "See Attachment II of the RFP Instruction package." This attachment was not included, please provide it.

Q. 2 I don't see any forms that need signature in the RFP

A. On pages 9-18, the certificate and assurances were included and not attached. However, the attachment, listed as "Federal and Florida Compliance Assurances and Certifications" with a signature sheet should replace those on pages 9-18 of the RFP and be included as a signed attachment to the proposal. I apologize for the confusion.

Q. Proposal submittal instructions state to include CPA license as Attachment I and the Peer Review as Attachment III to the response. Should Certifications and Mandatory Disclosures be included as Attachment II?

A. Yes, please.

Q. Can the resumes be attachments or are they included in the 10 page limit?

A. If the resumes cause the proposal to exceed the 10 page limit, by a few, then they can be included as attachment IV".