

Attachment-A to Addendum # 1

Questions and Answers to
CAFR RFP
Specification # 1211514

Q #	Questions Submitted by Respondents [the original wording and numbering is as received]	City's ANSWERS to Questions
1	<p>Can you please confirm whether the following reports will be included in the scope of services:</p> <p>(i) In relation to audit report on the City of Chicago's State of Illinois Grant Accountability and Transparency Act (GATA) Consolidated Year End Financial Report Schedule</p> <p>(ii) Audit report on the City of Chicago O'Hare International Airport's Final Accounting Schedule</p> <p>(iii) Audit report on the City of Chicago Midway International Airport's Statement of Airlines' Actual Annual Airport Fees and Charges</p> <p>(iv) Audit report on the City of Chicago O'Hare International Airport's Schedule of Passenger Facility Charges Collected and Expended (Cash Basis)</p> <p>(v) Audit report on the City of Chicago Midway International Airport's Schedule of Passenger Facility Charges Collected and Expended (Cash Basis)</p>	<p>(i) Yes (ii) Yes (iii) Yes (iv) Yes (v) Yes</p>
2	<p>Section 6 "Draft Reports" and Section 7 "Final Report" states that the auditor shall provide all draft and final Financial Statements and Supplemental Information to the Comptroller's Office. Can you please clarify the expectations for the financial reporting processes? For example:</p> <ul style="list-style-type: none"> • Does the City own the production of certain financial statements (e.g. City of Chicago CAFR)? • Does the City need assistance with the production of certain financial statements (e.g. enterprise fund CAFRs)? 	<p>(a) To clarify, the City does own the production of certain financial statements, such as the CAFR.</p> <p>(b) Yes, the City will need assistance in production of the 4 enterprise fund CAFRs, basic financial statements, library reports, CTO reports, PFC reports for the airports, final accounting and settlement audit schedules, and Hilton reports to name a few.</p>
3	<p>In what areas would you benefit from more insights, observations, or advice shared by your auditor, above and beyond what you currently receive?</p>	<p>Additional support with the production of reports for enterprise funds.</p>
4	<p>1. Why is the City going out for bid for the CAFR audit?</p>	<p>The City is going out to bid for the CAFR audit to ensure that firms have the ability to compete on a regular basis for audit services and to promote additional accountability and transparency and increase opportunities for meaningful MBE and WBE participation.</p>
5	<p>2. Is the City dissatisfied with the current vendor performing the CAFR audit?</p>	<p>The City is not dissatisfied with the services that are currently being provided by the auditors.</p>
6	<p>3. What are ways in which the City would like the current CAFR audit process to be improved?</p>	<p>The City would benefit from experiencing a more streamlined process of fieldwork auditing; less redundancy (e.g., manage knowledge transfer by reducing having various auditing staff ask the same City subject matter expert for the same information that had already been previously given by the City's subject matter expert, albeit to different auditing staff persons).</p>
7	<p>4. When was the last time the City competed this contract?</p>	<p>Over 25 years ago.</p>
8	<p>5. What are the fees paid to the incumbent audit firm for the FY2019 and FY2020 audits?</p>	<p>Respondents should provide their best cost proposal. We prefer not to disclose the fees paid to the incumbent audit firm at this time.</p>
9	<p>6. Were there any modifications to the contract with the current CAFR audit firm? If so, what circumstances gave rise to the modification?</p>	<p>No, there were no modifications.</p>
10	<p>7. What was the amount of hours charged to the contract by the incumbent audit firm during the most recent, completed audit (FY2019)?</p>	<p>The most recent audit was a fixed fee audit and hours were not provided.</p>
11	<p>8. What MBE and WBE firms does the current CAFR auditor use to complete the City-wide CAFR audit?</p>	<p>The current auditor uses Washington, Pittman and McKeever; The Bronner Group; Ragland, Arnold Buchanan, Morris and Associates; Prado and Renteria; Velma Butler and Co; Morales and Associates; Odell Hicks and Company; and Howard Kenner Governmental Consultants.</p>
12	<p>9. How has the COVID-19 Pandemic effected the City's timeline for completion of the audit?</p>	<p>The audits in 2020 were completed on time with no extensions.</p>
13	<p>1. Has the City completed its evaluation of the impact of GASB Statement No. 84 on the presentation of the agency funds presented in the City CAFR? If so, please share the determination.</p>	<p>The City is currently evaluating the impact of GASB 84 on its financials.</p>
14	<p>2. Has the City (along with the airports and utilities) begun its evaluation of the impact of GASB Statement No. 87 on the reporting of its lease arrangements? If so, what is the outcome of the City's initial determination? How many leases does the City currently have? Will the City be utilizing a software system to track all leases? If so, what software?</p>	<p>Yes, the City has begun its evaluation of GASB 87. We are in the process of evaluating the leases (including airport and utilities).</p>
15	<p>3. Please provide clarification as to whether the auditors or City personnel are responsible for preparing the CAFR for both the City and the stand-alone fund reports? If the auditors are responsible for certain sections, please describe. In the Special Considerations" section of the RFP, page 5 of 29 is states that, "It is anticipated that the auditor will be required to provide special assistance to the City to meet the requirements of that program." Please provide clarification as to what this entails on behalf of the auditor.</p>	<p>The City does own the production of certain financial statements, such as the CAFR. The City will need assistance in production of the 4 enterprise fund CAFRs, basic financial statements, library reports, CTO reports, PFC reports for the airports, final accounting and settlement audit schedules, and Hilton reports to name a few; as well as assistance with new disclosures related to GASB implementation.</p>
16	<p>4. If the City or Departments prepare the CAFR, when are the first drafts be available to the auditors for review? Is this timing similar for the other required reports?</p>	<p>The City does provide first drafts for review as soon as possible. Most of the reports are due by June 30. There are a few reports (e.g., PFC audits) that are due after June 30.</p>
17	<p>5. Is the City's current auditor invited to respond to this RFP? If not, please indicate the reasons why.</p>	<p>This is a public solicitation open to all Respondents; including any former or current third-party firms as may be applicable.</p>
18	<p>6. Are there any disagreements with the current auditor?</p>	<p>There are no disagreements with the current auditor.</p>

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19	7. Please identify the WBE and MBE firms that partnered with the City's current auditors, what segments did they work on and what is the fee percentage allocated to each WBE and MBE firm utilized?	See response to Q # 11. The segments of work and percentages allocated to each MBE and WBE firm as utilized is not available at this time.
20	8. Please describe any quality or timeliness issues that the City has had with either the current auditors and/or the WBE/MBE firms.	There were no issues with quality or timeliness.
21	9. Are the timing deadlines outlined in the RFP consistent with what has been achieved over the past several years? If not, please explain.	Yes.
22	10. When have the previous auditors historically begun audit fieldwork? Please provide a description of when the auditors are on-site performing the various audit segments (City, Water and Sewer, airports, etc.), the number of individuals involved, and the length of time on-site. Does the City have a preferred timeline for when preliminary and final fieldwork should occur which differs from what has occurred historically?	(i) Fieldwork begins in Mid-March/early-April. (ii) Auditors are on-site, and off-site work is performed throughout the audit. (iii) The number of individuals vary depending on the reports being audited. (iv) Auditors are on-site as needed to pull documentation as needed, and for weekly status meetings as may be required. (v) There is no preference for timeline as long as the City has sufficient time to make any adjustments to draft and to issue reports by the applicable deadlines.
23	11. What does the City value in an external audit firm?	Integrity, compliance, subject matter expertise, responsiveness, collaboration, accountability, timeliness, and flexibility to name a few.
24	12. If there was one area that you would like to see improved in the audit process, what would it be?	Refer to response to # 3 and # 6.
25	13. When will final adjusted trial balances be provided to the auditor for review each year?	The City's trial balances are rolling and are updated on a weekly basis.
26	14. Did the current auditors report any management and / or internal control findings to the City during the 2019 audit? If so, please provide.	We will provide any findings to the selected Respondent upon award of Contract to the extent that there were any findings.
27	1. Why has the City decided to issue a request for proposal (RFP) this year?	Refer to response to Q # 4.
28	2. Do you anticipate the City's current provider submitting a proposal?	This is a public solicitation open to all Respondents; including any former or current third-party firms as may be applicable.
29	3. Are there any service issues with the current provider?	There are no service issues with the current provider. Also see response to Q # 3, Q # 6, and Q # 24.
30	4. Amidst the COVID-19 pandemic, how did the audit process for 2019, 2020 change? Is there anything the City would prefer be performed differently?	The audit was performed remotely for the first time.
31	5. What is the history of prior year fees (2018, 2019, 2020 if available) for the City's CAFR and all other applicable reports required within the scope of this RFP (as defined in Exhibit 1, Section D)?	Refer to response to Q # 8.
32	6. Were there any additional billings by the predecessor audit firm for services beyond the scope of the audit?	There were no additional billings in the FY19 audit year beyond what was noted in the engagement letters.
33	7. What is the typical prelim and fieldwork duration? How many auditors are normally in the field?	Refer to response to Q # 22.
34	8. Can you provide the most recent completed report copies of all reports included in Exhibit 1, Section D, items 6, 7, 8, 9, 10, 11 and 12?	CAFR reports are available at: https://www.chicago.gov/city/en/depts/fin/supp_info/comprehensive_annualfinancialstatements.html . The remaining reports will be provided to the selected Respondent upon award of Contract.
35	9. Does the City prepare the financial statements and related disclosures for each report (CAFR, Airports and others) subject to audit?	Refer to response to Q # 15.
36	10. Section 7, page 12 of the RFP describing the requirements for the EDS states "If Respondent is a business entity other than a corporation, then each member, partner, etc., of Respondent must complete an EDS, as applicable, per the instructions on the EDS form." Upon reading the instructions it is not clear what is meant by "partner". Our firm has over 700 partners throughout the US and Canada. Is the intent for each partner to prepare an EDS? Or is the term partner instead meant to indicate a separate entity with which the firm intends to partner with in providing audit services to the City?	Please refer to instructions in Section II.B.1 of the EDS form found at: https://www.chicago.gov/city/en/depts/dps/provdrs/comp/svcs/economic_disclosurestatementseds.html . Also see " ATTACHMENT- B to Addendum # 1 Economic Disclosure Statement - Frequently Asked Questions ".
37	11. Table 4 and 5 of the RFP (page 16 – 17) – Does the evaluation committee need or want names of all individual staff along with resumes for positions below the senior /in-charge level? Or can those individuals' hours and hourly rate be aggregated and documented as "associates"? These are typically individuals with less than 2 years of experience.	You may aggregate hours for staff having less than 2 years of experience. However, please describe the degree to which individuals in that group have experience working on public-sector audits.

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38	12. What Not Specified ledger software does the City use (Still Oracle/FMPS)? Does the firm have read-only access to the City's system/s for audit purposes?	The City uses Oracle/FMPS. The City can provide read-only access to certain modules for audit purposes.
39	13. The City reports on a GAAP basis as well as a budgetary basis in the CAFR. Does the City's Not Specified ledger support the budgetary basis, GAAP or both? Are there topside entries maintained outside of the Not Specified ledger (such as a GASB 34 excel worksheet or similar)?	(i) The ledger supports both the GAAP and budgetary basis of accounting. (ii) GASB 34 entries are maintained in an Excel spreadsheet.
40	14. We have noticed that the current provider issues all reports provided in relation to this RFP. Is the City open to the idea of an MBE and/or WBE partner firm/s issuing the auditor's report over components of the City's financial statements? For example, the Water Fund being audited and reported on by an MBE firm in its entirety?	Unless otherwise specified, the City does not have any specific requirement in terms of which firm would be issuing reports, provided the quality of the report as required, is met. Notwithstanding the above, the Respondent's proposed MBE/WBE plan, in terms of utilizing MBE and WBE firms on a "direct participation" basis, is one of the key criteria that will be evaluated. The extent to which the Respondent meets or exceeds the MBE/WBE goals (32% MBE and, separately, 8% WBE) in terms of relevance of the MBE/WBE firms' working involvement, is also a consideration.
41	15. Will the City consider any exceptions and/or modifications to the RFP or Exhibit C, the City's sample Professional Services Agreement, as applicable, that would be typical for the contemplated services? If yes, such requests for exception or modification would be further detailed and included as formal exceptions in our proposal.	The City prefers that no changes or exceptions be taken to the RFP or to the terms set out in the sample <u>Exhibit C PSA</u> . However, in the event that exceptions are taken by the Respondent, the exceptions must be detailed and included in the Respondent's response to the RFP. The extent to which any changes and/or exceptions are taken and indicated (and the amount of time the City shall be required to negotiate and settle such language after the Proposal due date and timeline relative to the audit deliverable deadlines) those effects shall be taken into consideration as part of the evaluation process and recommendation of Contract award.
42	16. Was there a management letter issued in 2019? If so, can the City provide a copy?	A copy of the management letter will be provided to the selected Respondent upon award of Contract, to the extent that such letter was issued.
43	17. Approximately how many and what types of audit entries were made in 2019? Is this typical?	An insignificant amount of audit entries were made in 2019.
44	18. When will the final adjusted trial balances be provided to the auditor for review each year?	The trial balances are finalized by the end of May. There can be one or more additional entries subsequently posted, as deemed necessary.
45	19. Are all programs – i.e. payroll processing, fixed asset management programs, etc. – integrated with the Not Specified ledger?	Payroll processing is integrated with FMPS/CHIPPS. Fixed assets are managed outside of Oracle/FMPS.
46	20. Does the City maintain documentation of its processes and controls over significant transaction cycles such as investing, payroll, cash disbursements, billings, etc., at each unit subject to audit? For example, the City overall, O'Hare Airport, Midway Airport, the City Treasurer, etc.	Many of the processes are documented.
47	21. How does the City track capital assets and the status of construction in progress?	The Department of Finance works with all City departments to ensure that assets are recorded. Infrastructure departments also provide a CIP schedule which is analyzed by the Department of Finance.
48	22. What third party service providers does the Authority use (insurance claims, etc.)?	Assuming the "Authority" refers to the City of Chicago, the City is self-insured. For workers' compensation, the City currently has a contract with Gallagher Bassett, and a contract with Cannon Cochran Management Services, Inc.
49	23. What internal controls have changed since the onset of COVID-19, if any?	Some processes have been automated.
50	24. On average, how many expenditure driven grants does the City obtain annually? How many purpose restricted does the City receive annually? Does the City have a grant management system to track each grant?	The City does have a grant management system to track grants. The City on average expends over \$800M of grants per year. Please refer to the A-133 Single audit and CAPER reports online.
51	25. Did the City receive any significant new grant awards (federal, state or other)?	Due to the COVID-19 pandemic, the City has received over \$1.6B of COVID-19 related funding.
52	26. With the implementation of GASB 84, does the City anticipate any new fiduciary funds?	The City does not anticipate any new fiduciary funds at this time due to the implementation to GASB 84.
53	27. Does the City have any additional entities or activities it expects to include as a component unit or fiduciary fund upon implementing GASB 84, such as an employee deferred compensation plan?	The City does not anticipate any material activities or component units upon the implementation of GASB 84 at this time.
54	28. Has the City begun to evaluate the impact of GASB 87, Leases? How many leases does the City anticipate having? Does the City have, or plan to acquire software to assist with GASB 87?	Refer to the response to Q # 14.
55	29. What is the City's expectation for coordination of efforts between the CAFR auditor and the Single Audit auditor? How do the two firm's currently communicate/collaborate?	The City's current CAFR auditor and Single Audit auditor communicate throughout the audit process.
56	30. Does the City advance refund its debt on a regular basis?	The City does advance refund its debt from time to time.

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57	31. During the past 2 audit cycles, has the audit reported any noncompliance related to the 2 airports?	No, there were no reports of noncompliance related to the 2 airports.
58	32. Does the City maintain a list of compliance requirements (grant requirements, FAA requirements, debt covenants, etc.) that are considered material to the City's financial statements?	Requirements are reviewed on a regular basis with the Department of Law, as well as with grantors, FAA, etc.
59	33. Have any additional interest rate swaps, or other derivatives, been entered into besides the swap related to Midway Series 2004C and D bonds?	No.
60	34. Do the separate audits of the 4 pension plans also include other post-employment benefit (OPEB) plans? Are there any OPEB plans that are included in the scope of this RFP?	(i) Yes. (ii) The OPEB reports are obtained from the 4 pension funds and reviewed by the City and auditors.
61	35. Does the City use an actuary to estimate self-insured liabilities?	The City does use an actuary for Healthcare; Workers' Comp; Police Overtime; and Torts/Civil.
62	36. Does the City have any new concession agreements over what is documented in the 2019 CAFR (Note 16 Concession Agreements)?	No new concession agreements.
63	1) How many hours were budgeted for the audit by the predecessor auditor, including MBE/WBE hours?	Refer to the response to Q # 10.
64	2) We understand that the City has an internal audit department. Is it the intention that the external auditor utilize the direct assistance of the internal audit department for purposes of the audit work?	The City's Internal Audit division is responsible for compliance-based audits and is not directly involved in the audit process.
65	3) Does the City have any material weaknesses or significant deficiencies in internal controls over financial reporting or compliance? If so, what is the status of remediation?	There are no material weaknesses or significant deficiencies.
66	4) Does the City plan to make significant changes to financial reporting systems?	The City is in the process of implementing a financial reporting system.
67	5) Does City management prepare the financial statements?	Refer to the response to Q # 2.
68	6) Professional auditing standards require the external auditor to be independent. Is the City able to negotiate the terms of indemnification such that those terms would not cause the external auditor to not be independent? Are other contract terms negotiable?	The City understands that language specific to certain professional auditing standards may conflict with the City's standard language as set out in <u>Exhibit C PSA</u> . Refer to the response given to Q # 41 with respect to "other contract terms" being negotiable.
69	7) Do you anticipate any significant changes in federal awards?	The City has received COVID-19 grant funding in 2020 and 2021 for approximately \$1.6B.
70	8) Is the Economic Disclosure Statement Certificate of Filing required to be included as part of the proposal or submitted separately? If submitted separately, what is the due date for completed Economic Disclosure Statement?	The EDS Certificate of Filing is not required to be included as part of the proposal submittal. However, an EDS must be completed upon request and would be due within a reasonable period accordingly. An EDS must be completed by the firm selected for award of contract.
71	9) Are Passenger Facility Charge audits for O'Hare International Airport and Midway International Airport included in the scope of services?	Yes.
72	10) Are the aviation long form audits included in the scope of services?	Yes.
73	11) Can you provide copies of the latest audited financial statements or reports for: a.Hilton O'Hare Financial Statements b.Office of the City Treasurer, City of Chicago Schedule of Cash and Investments c.Office of the City Treasurer, City of Chicago Examination of Its Compliance with Its Statement of Investment Policy and Guidelines d.Special Purpose Schedules of Chicago Public Library/Chicago Public Library System	Refer to the response to Q # 34.
74	12) Are different versions of the financial statements required in addition to CAFRs for Citywide, O'Hare, Midway, Water, and Sewer, such as basic financial statements (short forms)?	Basic financial statements are also issued for inclusion in Bond official statements.
75	13) In addition to Sales Tax Securitization Corporation, are there plans for other similar special purpose entities?	There are no current plans for other similar special purpose entities.
76	14) Since the pension plans are audited by other auditors, do the other auditors prepare an audited Schedule of Pension Amounts that can be used as audit evidence for purposes of the Citywide audit?	Yes, these are provided.
77	15) What impact has COVID-19 had on City's operations, internal controls or risk assessments thus far and what are you projecting the impact will be for the remainder of the year and beyond?	There are no material risks to the City's operations due to COVID-19 that we are aware of.
78	16) Will the incumbent audit firm, Deloitte, be allowed to bid again?	This is a public solicitation open to all Respondents; including any former or current third-party firms as may be applicable.
79	17) Have there been any significant changes in personnel, internal control or operations since the last audit that would have an audit impact?	The Managing Deputy Comptroller position is vacant as of Dec 15, 2020.
80	18) Were there any audit adjustments proposed during the last audit?	Refer to the response to Q # 43.
81	19) When does fieldwork typically begin? Is there any interim work performed? If not, will the City prefer some of the audit work be completed at an interim date?	Refer to the response to Q # 22.
82	20) Has the City begun any work on preparing for adoption of GASB 87, Leases, and how much assistance is expected to be needed from the audit firm with this standard?	Refer to the response to Q # 14.

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83	21) Have there been any significant findings by the GFOA in its review of any of the City's CAFRs (Citywide, O'Hare, Midway, Water, or Sewer)?	There are no material significant findings by the GFOA.
84	22) Have the auditors evaluated the Not Specified and application level controls over the electronic data processing systems as a part of the audit? Have the auditors placed reliance on those systems in their audit?	(i) Yes. (ii) Yes.
85	23) Does the City have any third-party servicers responsible for financial reporting or compliance functions? If so, is a Servicer Organization Controls Report available for each servicer?	The City does not have any third-party servicers for financial reporting.
86	24) Should fees associated with bond issuance be included in our cost proposal or are those determined separately? If included, how many bond issuances are expected in given year?	Not at this time. Refer to response to Q # 91
87	25) Are you aware of any complex accounting or auditing challenges on recent audits or any expected for 2021?	We are not aware of any complex audit or accounting changes besides the upcoming GASB implementations.
88	26) What drove the RFP process?	Refer to the response to Q # 4.
89	1. Please provide the number of hours the prior auditors incurred by staff level for the financial statements audit.	Refer to the response to Q # 10.
90	2. What was the prior year's audit fees by service?	Refer to the response to Q # 8.
91	3. In the previous three fiscal years, have there been any additional billings/change orders related to the audits in excess of the fixed base fees? If so, to what extent and for what reason(s)?	There were no additional billings in the past three years except for new reports that were added, such as the Hilton audit, and for bond issuances.
91	3. In the previous three fiscal years, have there been any additional billings/change orders related to the audits in excess of the fixed base fees? If so, to what extent and for what reason(s)?	Further, in the event additional audits that were not originally included in the original audit work as set out in the originally awarded Contract may be required, the mechanism for paying for such additional shall be accounted for as follows: (i) the scope of the new audit work must be within the nature of the Contract's original scope of work; and (ii) the authority for conducting such new audit work must be under the same authority as the originally awarded Contract; and (iii) the Auditor must provide a quote/proposal of the new audit work based on the applicable Fully-Loaded Hourly rates set out in the Contract; and (iv) the Contracting authority must approve the quote/proposal in accordance with all applicable provisions in the Contract (e.g., regarding appropriated fund availability) before the Auditor can begin such new audit work.
92	4. Given the COVID pandemic, is the City open to performing the audit remotely? If so, what challenges would the City foresee in this remote work environment?	Yes, performing the audit remotely is an option to the extent the impact of COVID-19 or other such infringements may have on City operations requiring restrictions in terms of accessibility into City Hall and other City facilities. In terms of COVID-19, there are no major challenges that are currently foreseeable with respect to working remotely.
93	5. Why have you decided to go out for bid for these services?	Refer to the response to Q # 4.
94	6. Is the incumbent allowed to bid?	This is a public solicitation open to all Respondents; including any former or current third-party firms as may be applicable.
95	7. Are there any improvements you would like to see in the audit process?	The City is always open to improvements in the audit process. Also see response to Q # 3, Q # 6, and Q # 24.
96	8. Please provide a listing of firms that expressed interest in submitting a bid.	This is a public solicitation open to all Respondents; including any former or current third-party firms as may be applicable.
97	9. Are there significant changes in operations in the current year vs the prior year including changes in policies and procedures, personnel, or the reporting entity?	Refer to the response to Q # 79.
98	10. Please provide an overview of any specialists used by the City (actuaries, valuation firms, third party experts, SSAE No. 16 reports, etc.) in determining financial statement balances and disclosures.	The City uses actuaries for self-insured liabilities, consultants for evaluating swap MTM values
99	11. Has the City begun the process of evaluation GASB 87, Leases? Will a consultant be used for implementation?	Refer to the response to Q # 14.
100	12. What was the nature and magnitude of audit adjustments for each of the FY 2019 and FY 2018 audits?	Refer to the response to Q # 43.
101	13. Have your auditors provided a management letter within the past 3 years? If so, can that document be made available?	Refer to the response to Q # 42.
102	14. Do the current external auditors utilize the City's internal auditors for testing? What, if any, work of the Internal Audit department has the external auditor used?	Refer to the response to Q # 64.
103	15. What internal audit reports have been issued in calendar year 2020?	These reports will be made able to the selected Respondent upon award of Contract.
104	16. What are the key financial/relevant applications for the City? • Are they internally developed or off the shelf? • Where are the personnel who support these applications located? • Do these applications have systematic interfaces to other applications? • Which systems automatically interface with the Not Specified ledger? • Where are these applications hosted?	The City uses Oracle/FMPS as well as CHIPPS as their HR system. In addition, the City uses CATA as their payroll system. Some of these systems are off-the-shelf with customizations modified to meet specific City requirements. The City has recently procured Workiva software (off-the-shelf) for financial reporting. These systems are on servers but may move to the cloud.

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105	17. Has the City experienced any known cyber breaches and loss of data in the past 12 months?	The City has not experienced any material cyber breaches or loss of data in the past 12 months.
106	18. We noted that some forms require Notarized signature. Is there an option to waive that requirement due restrictions placed due to COVID-19?	Any document requiring a notary may be waived from being notarized if COVID restrictions prohibit timely notary execution. However, in the event a Respondent is selected for award of Contract, any document the City requests to be notarized must be notarized and provided accordingly.
107	19. Is the City open to modification to the Professional Services Agreement? If so, can the bidder provide a redline copy of the modifications?	Refer to the response to Q # 41.

END