



Boca Raton Authority Airport
903 NW 35th Street
Boca Raton, FL 33431

REQUEST FOR PROPOSAL

ADDENDUM NO. 02

RFP NO.: 2020-BRAA-01

Title: Audit Services

1. Are the required forms included in the 15-page limit?

No, the required forms listed in Section 9 of the RFP are not included in the fifteen (15) page limit.

2. In Part B, item 1, does the Authority wish to see a listing of engagement staff and would you like us to include their biographies?

Yes, Section 6, Part B, Item 1. Summary of Experience and Qualifications is required for both the Firm and the assigned audit manager or partners.

Yes, Section 5 – Minimum Qualifications and Experience and Section 6 – Response Requirements require that the audit manager or partner be identified and supporting documentation that confirms the experience and continuing education of the assigned audit manager or partner be provided, including but not limited to biographies and/or resumes.

3. If we choose to include an appendix (for example, to include staff biographies or other relevant information) with our response, will that count toward the 15-page limit? Please refer to Addendum No. 1 – Question No. 16.

Yes, staff biographies and/or resumes are included in the fifteen (15) page limit.