



♦ ♦ ♦ ♦ ADDENDUM TO PROPOSAL ♦ ♦ ♦ ♦

Auditing Services for Guadalupe County

Guadalupe County Auditor's Office
307 W. Court, Suite 205
Seguin, Texas 78155
830-303-4188 Ext. 1328

Bid Title: AUDITING SERVICES FOR GUADALUPE COUNTY
Bid No.: 16-4010
Addendum No.: 1
Issued: June 10, 2016

TO BIDDER: This addendum is an integral part of the bid package under consideration by you as a Bidder in connection with the subject matter herein below identified. Guadalupe County deems all sealed bids to have been proffered in recognition and consideration of the entire bid package – including all issued addenda.

Receipt of this present Addendum by a Bidder should be evidenced by returning it signed as part of the Bidder's sealed bid proposal. If the Proposal has already been received by the County Judge's office, Bidder should return this Addendum in a separate sealed envelope, which is clearly marked with the RFP Title, RFP Number and Opening Date and Time, stated as follows:

ADDENDUM TO: Auditing Services for Guadalupe County
RFP No. 16-4010
2:00 p.m., June 21, 2016

REASON FOR ISSUANCE OF THIS ADDENDUM:

1. **Vendor's Request for Proposal Information** to provide (a) most recent engagement letter and (b) the prior auditor fees for the last five (5) years.
 - a. **Engagement Letter** (document available under Addendum No.1 on County website).
 - b. **Auditor fees for the last five (5) years:**

	2011	2012	2013	2014	2015
County	\$46,035	\$47,537	\$49,039	\$50,511	\$65,000
CSCD	\$6,500	\$6,500	\$6,825	\$6,700	\$7,000

2. **Guadalupe County to provide additional information for audit guidelines from Fiscal Year 2015 for Community Supervision & Corrections Department (CSCD)** (document available under Addendum No.1 on County website).
3. **Reference to Client Prepared Schedules correction** (page 13, section 2.10 and all other references in document):

"The Auditors should submit a list (with sufficient detail) of requested client-prepared schedules to the County Auditor no later than **November 1st** of each year."
4. **Clarification to specifications as per Bidders request for information.** (document available under Addendum No.1 on County website).

The information included herein is hereby incorporated into the documents of this present bid matter and supersedes any conflicting documents or portion thereof previously issued.

Receipt of this Addendum is hereby acknowledged by the undersigned Bidder.

Authorized Signature (Bidder)

Title of Person Signing Above

Typed Name of Firm, Corporation