



**Ali Mehanti**  
Assistant Superintendent for Finance

August 12, 2019

TO: Prospective Bidders

SUBJECT: Addendum TO THE BIDDING DOCUMENTS FOR:  
Request for Proposal Internal Audit Services

This addendum forms a part of the bidding and contract documents, modifies the original bidding documents and is compliant with *Request for Proposal Internal Audit Services*. Please acknowledge receipt of this addendum in the space provided on the Bid Form. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION.

Questions and answers relating to the *Request for Proposal Internal Audit Services* appear below.

**Q:** Are respondent's required to submit a signed confidentiality agreement with the RFP response?

**A:** Yes, the proposals are due with the Confidentiality Agreement (Appendix A of the RFP) signed by the respondent.

**Q:** Section V lists areas that must be included in the response, but does not indicate any required order. Is there an order the District would like the required elements presented?

**A:** The District does not require a specific order for the presentation of the required elements. The order can be determined by the respondent.