

July 15, 2020

I-195 Redevelopment District

ADDENDUM NO. 001

Questions & Answers

**Request for Proposals
For
Accounting & Bookkeeping Services**

The I-195 Redevelopment District (“District”) is requesting proposals (“Proposal”) from firms qualified to provide accounting and bookkeeping services (“Consultant(s)”) on an on-call basis.

Question #1: Where is the Place of Performance?

Answer #1: The selected Consultant’s place of business.

Question #2: Given the current pandemic, what percentage of work can be done offsite?

Answer #2: District offices remain closed due to the pandemic, therefore all work will be done remotely until further notice.

Question #3: Must the consultant/vendor be based in Rhode Island in order to be selected as the winning consultant/vendor for this RFP?

Answer #3: This solicitation does not preclude proposals from out of state consultants.

Question #4: Is there an incumbent for this RFP?

Answer #4: There is not an incumbent for this RFP.

Question #5: If there is an incumbent, what was the total paid to the incumbent?

Answer #5: Please see Answer #4.

Question #6: If no incumbent, is there any presumed staffing level and/or number of hours required to perform the tasks listed in the RFP?

Answer #6: The District would rely on the expertise of the Consultant(s) to determine the number of hours or amount of staffing required to address the Scope of Work.

Question #7: Do you have the estimate of the number of hours it generally is allotted to complete the work?

Answer #7: Please see Answer #6.

Question #8: Can the majority of the Bookkeeping & Accounting work be done remotely, with periodic visits?

Answer #8: The District prefers an arrangement where work will be done remotely with periodic visits.

Question #9: The RFP refers to "Prepare all required tax filings, as needed". Is it safe to assume that the Audit firm would file the income taxes? If that is the case, what filings remain?

Answer #9: The Audit firm does not file income taxes on the District's behalf. The third-party payroll service assists with income tax filings. The District would rely on the Consultant to advise on what other filings remain.

***End of Addendum ***