

West Virginia Parkways Authority

ADDENDUM #1

May 5th, 2022

RFP: Annual Audit Services

**Change to Bid Opening Date: see cover sheet pg 1 and item 1.3 Schedule of Events pg 3,
Tentative award date**

**Change From: Proposals will be received at the office of the West Virginia Parkways Authority,
Administration Building, Charleston, West Virginia until 2:00 PM May 10th, 2022.**

Change To: Proposals will be received at the office of the West Virginia Parkways Authority,
Administration Building, Charleston, West Virginia until **2:00 PM May 11th, 2022.**

Change From: 1.3 Schedule of Events

**Official RFP release 04/19/22
Deadline for written questions 4:00 p.m. 05/03/22
Written responses to questions and/or addendum issued 05/05/22
Proposals due.....2:00 PM 05/10/22
Opening of cost portion 2:00 PM 5/19/22
Firm selection and announcement of contract award TBD**

Change To: 1.3 Schedule of Events

Official RFP release 04/19/22
Deadline for written questions 4:00 p.m. 05/03/22
Written responses to questions and/or addendum issued 05/05/22
Proposals due 2:00 PM 05/11/22
Opening of cost portion 2:00 PM 5/19/22
Firm selection and announcement of contract award-Tentative 5/24/22

Please sign and include addendum to the bid package you are submitting.

Signature _____



West Virginia Parkways Authority

REQUEST FOR PROPOSALS

Sealed proposals will be received by the West Virginia Parkways Authority for:

ANNUAL AUDIT SERVICES

Proposals will be received at the office of the West Virginia Parkways Authority, Administration Building, Charleston, West Virginia until **2:00 PM May 11th, 2022**. If proposals are to be mailed via the U.S. Postal Service regular mail, they must be addressed to the West Virginia Parkways Authority, P.O. Box 1469, Charleston, WV 25325. This mail is picked up by the Authority once a day between 7:00 AM and 8:00 AM. However, Express Mail One Day Service, Federal Express, United Parcel Service (UPS), etc., must be sent to the West Virginia Parkways Authority, 3310 Piedmont Road, Charleston, WV 25306.

It shall be the bidder's responsibility to determine his transmittal method such that his bid will arrive in the Authority's office prior to the scheduled bid opening. Bids received in the Authority's office after the scheduled opening will be returned to the bidder unopened.

Proposals must be made on the forms furnished by the Authority in the manner designated in the specifications, and must be enclosed in sealed envelopes bearing the name and address of the bidder and the number of the contract

Pursuant to Bureau of Employment Programs (BEP) Rule 96 C.S.R.1 Implementation Rule dated June 30, 2000, Contractors requesting plans must furnish their FEIN Number, company name and any name they are doing business as. Firms listed in the BEP Default Directory will not be issued Bidding Documents.

The Authority reserves the right to reject any and all Proposals submitted, and to waive any or all formalities in bidding, as it may deem in its best interest.

The Authority strongly encourages Minority Owned and Women Owned businesses to submit proposals for this contract.

The WVPA is an Equal Opportunity Employer. All firms submitting proposals must certify that they practice Equal Employment Opportunities.

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West Virginia Parkways Authority
REQUEST FOR PROPOSALS
Annual Audit Services

SECTION ONE: GENERAL INFORMATION

1.1 Purpose: The West Virginia Parkways Authority (the “Authority”) is soliciting proposals pursuant to West Virginia Code §5A-3-10b for the performance of annual financial audit and related services for the Authority by qualified independent certified public accountants for a period of three consecutive years beginning with fiscal year ending June 30, 2022. The annual audit proposed shall be made in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and any other applicable laws and regulations. The Authority’s most recent financial statements are posted on the Authority’s website at: <https://transportation.wv.gov/Turnpike/about/investorrelations/Pages/financial-statements.aspx>

1.2 By signing and submitting its proposal, the successful Vendor agrees to be bound by all the terms contained in this RFP.

A Request for Proposal (RFP) is generally used for the procurement of services in situations where price is not the sole determining factor, and the award will be based on a combination of cost and technical factors (Best Value). Through its proposal, the bidder offers a solution to the objectives, problem, or need specified in the RFP, and defines how it intends to meet (or exceed) the RFP requirements.

1.2.1 Compliance with Laws and Regulations: The Vendor shall procure all necessary permits and licenses to comply with all applicable Federal, State, or municipal laws, along with all regulations, and ordinances of any regulating body.

The Vendor shall pay any applicable sales, use or personal property taxes arising out of this contract and the transactions contemplated thereby. Any other taxes levied upon this contract shall be borne by the Vendor. It is clearly understood that the State of West Virginia is exempt from any taxes regarding performance of the scope of work of this contract.

1.3 Schedule of Events

Official RFP release	04/19/22
Deadline for written questions	4:00 p.m. 05/03/22
Written responses to questions and/or addendum issued	05/05/22
Proposals due	2:00 PM 05/11/22
Opening of cost portion	2:00 PM 5/19/22
Firm selection and announcement of contract award-Tentative	5/24/22