



August 19, 2022

To All Proposers:

Subject: **RFP #: 7871-W3, Consultant – Cable Ascertainment Study / Cable Services**

**ADDENDUM NO. 1**

To Whom It May Concern:

With reference to our proposal request relative to the above subject, please refer to the changes/modifications/clarifications to the original proposal request.

• **PLEASE FIND BELOW GENERAL PROPOSAL CLARIFICATIONS, INCLUDING QUESTIONS RECEIVED AND CITY RESPONSES**

Q. In reading the RFP, I note under the Qualifications & Experience section part D (d.) a request for an audit of the cable provider with a “go back of 3, and possibly 5 years in payment”.

However, the last franchise agreement (2014?) only allows an audit in the year the franchise payment was made to the City for the previous year. That would be a one year look back.

There would be two options:

- 1) Conduct the limited one year look back. Attempt to get a “tolling agreement” from Charter which could extend the time of the audit.
- 2) Ignore the one year look back and ensure that the next franchise agreement is not as limiting. With language that allows the city to set the terms of the look back as necessary, usually three to five years.

A. The City recognizes the audit “look back” is within one year of the recent annual franchise fee paid. The City is looking to conduct an audit of 3-5 years, knowing that we cannot recoup money for more than the last year.

Proposers are instructed to provide, on the attached price proposal form, a separate line item / fee for the audit services they are offering. Low proposal price to be based solely on the lump sum fee for the stated scope of services.

The fee for audit services shall be considered separately, based on budget availability.

Proposers are requested to acknowledge and/or include this addendum with submission. All other terms, conditions and specifications remain unchanged.

Christopher J. Gagliastro  
Purchasing Director

**FORM REVISED VIA ADDENDUM # 1 DATED 8/19/22**

**COST / PRICE PROPOSAL**

**RFP #:** \_\_\_\_\_

**(To be completed by proposer)**

*Consulting fee must be submitted as a flat, lump sum fee for all tasks/deliverables in the attached scope of services and required under the contract, **except for the Audit Service Fee**. Please include any and all costs associated with your proposal offer in the lump sum fee, including any travel required to complete the scope. No additional fees will be considered. Proposers may not add additional items. Periodic progress payments will be made under the contract based on invoice approved by the city.*

Lump Sum Consulting Fee / Total Cost: \$ \_\_\_\_\_ \*

***\*low proposal price will be based on the total fee amount***

Fee for Audit Services: \$ \_\_\_\_\_ \*\*

**\*\* Per addendum # 1 (fee to be considered separate, based on budget availability)**

\_\_\_\_\_  
Signature of person submitting proposal

\_\_\_\_\_  
Date:

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-Mail \_\_\_\_\_