



City of Cleveland
Justin M. Bibb, Mayor

Department of Finance
601 Lakeside Avenue, Room 104
Cleveland, Ohio 44114-1081
216/664-2536
www.cleveland-oh.gov

January 5, 2024

ADDENDUM 2

Request for Proposal Title: Government Accounting Standards Board Statement No. 96 Subscription-Based Information Technology Agreements

Proposal Due Date: Tuesday, January 16, 2024, at 5:00 pm local time.

Attention Proposers:

We have been requested to issue an addendum to answer the following questions received before the last day to submit questions:

III QUESTIONS:

- Question:** Does the City have an idea of the number of agreements prior to 2020 that are outside of their Advantage tracking system? If not, will the City accept a per agreement fixed cost for item #1 in the pricing form in Section 4.

Answer: There are no contracts prior to 2020 that are outside of the system. The total amount of agreements is 65.
- Question:** The RFP in section 3.6 indicates that the format for providing references is included in Section 6.9 of the RFP, but there are only four sections in the document and five references are requested. How many references would the City like included in our proposal?

Answer: Five references are required. Please add an additional section.
- Question:** RFP Section 3.3 - Based on the nature of our business, our financials are confidential, proprietary information. May we submit other information in our proposal that substantiates our financial stability and then provide additional information if invited to the interviews?

Answer: Please mark your financials "Confidential and Proprietary", thus, your financials will not be subject to Public Record Law.
- Question:** During our RFP review, we noticed the Non-Collusion Affidavit's formatting is off. Are we able to get a new copy of that form?

Answer: Yes (see attached).
- Question:** Are subcontractors required or encouraged for this engagement?

Answer: They are not required.
- Question:** Are contract negotiations discussed after the award for this engagement or would the City like us to include exceptions to the contract in the proposal. If we are to include them with our proposal, is it possible to get a copy of the contract?

Answer: Please include all exceptions in your proposal. Currently, there is not a contract available.

7. **Question:** The RFP references approximately 65 subscription-based arrangements and indicates that the City will validate the completeness of the population of subscription-based arrangements. Please confirm that the scope of our response should exclude procedures related to validating completeness since this will be managed by the City.
Answer: The City will be responsible for completeness.
8. **Question:** Please confirm that the City is seeking assistance with accounting for the year ended December 31, 2023.
Answer: Yes.
9. **Question:** Please confirm whether a comparative period will be presented? If not, please confirm the proposed scope should not consider accounting entries needed for any comparative periods.
Answer: No, comparative period will be presented. None needed.
10. **Question:** Please confirm the timing of when the City would be prepared to have a kick-off meeting.
Answer: One to two weeks after contract completion.
11. **Question:** As it relates to the timing of preparation of the Year-end December '23 financial statements, please confirm the date the accounting entries related to GASB 96 would need to be finalized in order to comply with the timing of the audit opinion issuance (issuance being June in prior two years).
Answer: April 15, 2024 or sooner.
12. **Question:** Does the City anticipate needing assistance in determining the incremental borrowing rates to be used in connection with measuring intangible assets and subscription liabilities created upon adoption of GASB 96?
Answer: Yes.

Please ensure that a copy of this addendum is included and returned with the proposal specifications furnished to you by this office, as it will have the same force and effect as if it were part of the specifications originally issued. Please acknowledge receipt of this addendum by faxing it to 216-664-2177 or emailing to MBarnes@Clevelandohio.gov

Signature of Potential Bidder & Name of Company

Today's Date

3.5 Non-Collusion Affidavit

**THE AFFIDAVIT SET FORTH BELOW MUST BE EXECUTED ON BEHALF OF THE
VENDOR AND FURNISHED WITH EVERY PROPOSAL
NON-COLLUSION AFFIDAVIT**

STATE OF: _____

CITY OF: _____

TAX ID NUMBER: _____

_____, being duly sworn, deposes and says he/she is the _____ (Name)
(Title)

of _____ the proposal responder that has
(Company)

submitted to the *City of Cleveland, Ohio* a proposal for *GASB 96 Subscription-Based Information Technology Agreements* all as fully set forth in said proposal and that except as specified below, the aforementioned proposal responder constitutes the only person, firm, or corporation having any interest in said proposal or in any contract, benefit, or profit which may, might or could accrue as a result of said proposal, said exceptions being as follows:

(If no exceptions, please state)

Vendor further states that said proposal is, in all respects, fair and is submitted without collusion or fraud; and that no member of the *City of Cleveland, Ohio* is directly or indirectly interested in said proposal.

(Affiant)

SWORN TO and subscribed before me, a Notary Public,