

RFQ Q&A

1. "The participant should clearly document specific examples where the firm has provided attestation engagements or services as prescribed involving the designated incentive programs." We have been providing attest services for governmental agencies for years. Would those engagements meet the criteria asked for above as an example? It appears that it would just making sure how the "or" is to be read in that sentence.

Answer: Name of program applicant or Production Company the firm provided an attestation or service as related to the incentive programs listed in the RFQ is sufficient support for the evaluator.

2. When reading through the agreed upon procedure and Request for Qualification to participate in the verification report engagements, we are wondering if the verification report is the same thing as the agreed upon procedure and if our firm would need to submit the request for qualifications issued by the Louisiana Economic Development. If the reports are not the same, does our firm still need to provide some form of qualification to perform the agreed upon procedure?

Answer: The agreed upon procedures or audit guidelines would be pre-defined by LED and must be followed in order to produce the expenditure verification report. Yes, your firm will need to submit qualifications as prescribed in the RFQ.

3. Inquiring about the potential fees. Is there a range that is to be considered?

Answer: The fees charged by the firm cannot exceed the blended rate of \$225 per hour, capped at the statutory maximum fee.

4. The RFQ states that "current program auditing guidelines and agreed-upon procedures...are available on the LED website." I am sure that I am overlooking it, but I haven't been able to find this link. Can you please help?

Answer: These are posted on LED's website within the RFQ section.

5. You only want the document emailed and no paper copy is to be mailed, correct?

Answer: Interested parties shall submit ONE copy of the completed RFQ, signed by an authorized representative of the firm, via e-mail to the RFQ Coordinator: christina.ocmand@la.gov

6. How many firms do you anticipate choosing to perform the services?

Answer: At this time, we anticipate selecting seven firms; however, we reserve the ability to select more or less.

7. Once the firms are chosen by LED to perform the services how are the firms awarded a contract to perform the services for a particular entity?

Answer: During the application process for each program, LED program administrators will notify the firm selected that they have been assigned to

perform the engagement. Once the selection(s) are made, LED will subsequently meet with the selected firms and go into further detail.

8. When do you anticipate announcing the cps or CPA firms chosen?

Answer: December 2018.

9. Can you clarify item 2.3 in the RFQ? Do you want a list of LED programs in which we have issued a verification report and be willing to share this report if requested?

Answer: No, In 2.3, we would like a list of programs you would like to provide verification report services. For example, Digital Media.