

RFQ – Performance Audit & Related Services FY25 Q&A (#1)

- 1) The first paragraph in Section 3.0 requires the Successful Contractor to review and analyze current performance in general terms, whereas the second paragraph lists three specific areas to be analyzed.
 - Are we correct in assuming that the first paragraph requires the analysis of NCEL’s performance in specific areas of the NCEL operation in addition to those cited in the second paragraph? **Yes.**
 - If that is the case, should the vendor’s proposal include the areas the vendor proposes to include its scope of work? **Yes.**
- 2) Section 3.0 Subparagraph “3)” requires the review of several specific areas.
 - As a point of clarification, is “training programs” the only element being provided by IGT? Or does “provided by IGT” refer to all the elements in the sentence? **Yes, “Training Programs” is the only element being provided by IGT.**
- 3) The third paragraph of section 5.6 requires the submission of a bond or letter of credit in an amount equal to but not less than five percent (5%) of the Cost Quotation and submission of a check or other similar financial instrument of immediately available funds to cover the cost of criminal record check. Both are required to be submitted with the delivery of the Quotation.
 - Will the NCEL accept a bank check (funds will be immediately available and irrevocable) in lieu of a bond or letter of credit for the required 5% of the Cost Quotation? **The NCEL will accept a certified cashier’s check in lieu of a bond or letter of credit for the required 5% of the Cost Quotation. This check must be separate from the submission of a check or other similar financial instrument of immediately available funds that cover the cost of the Record Check Fee.**

Section 5.13, p. 8 / Attachment E, Affidavit C

- 4) We acknowledge the Commission's commitment to nondiscrimination and minority participation in this solicitation. Based on Section 5.13 and Attachment E, we understand that while the Commission encourages the inclusion of minority businesses as subcontractors, it does not mandate this requirement, as noted in Attachment E, Affidavit C. Could you please confirm if our understanding is correct? Additionally, will a respondent's proposal receive extra consideration if they choose to include a minority business as a subcontractor? If so, could you specify whether this inclusion would result in additional evaluation points? **Your understanding is correct. Subcontracting is not required. Bidders may complete the entire project with their own workforce. Points will be awarded as listed in Affidavit B, however, responding contractors are not required to earn at least 50 points for their Quotation to be considered responsive.**
- 5) Section 3.0 - To confirm, it is our understanding that the three areas outlined in this Section are the only projects in-scope for this RFP. Is this correct? **In addition to the three numbered areas for review and analysis, Section 3.0 starts as follows: “The Successful Contractor is required to review and analyze the NCEL’s current performance in specific areas of the NCEL operation, with emphasis on increasing revenues and identify cost savings, while keeping in mind various statutory and legal restrictions. Comparative standards with other lotteries should be based on such factors as geographic proximity, population, years in business, statutory requirements, and the like.”**

- 6) Section 5.6 – We noticed the requirement to submit a bond with the delivery of our proposal. Given that this is not a typical requirement for professional services, could you kindly confirm if this is truly a mandatory requirement for the requested services? **Yes, it is mandatory.**

Section 4.4 References, Pages 3-4

- 7) How many references would the Commission like bidders to provide? **Please provide a minimum of three (3) references.**

Section 5.4 Quotation Submission and Format, Page 5

- 8) Please confirm that it is permissible to submit a response solely through electronic means to the Contact Person in PDF format and that a hard copy is not also required. **The Quotation may be submitted solely through electronic means; however, the bond and Record Check Fee must be physically submitted prior to the Quotation Submission Deadline.**

Section 5.13 Commitment to Nondiscrimination and Minority Participation, Page 8

- 9) Is there a specific requirement or goal for minority business participation in the engagement? If so, what is it? **Please see Section 5.13 of the RFQ.**

Section Affidavit B Listing of Good Faith Efforts, Page N/A

- 10) Item 2 on the list of good faith efforts refers to construction projects and is worth 10 points. Is there an equivalent option since this is not a construction project? **No.**
- 11) Item 5 notes the option of attending pre-Quotation meetings scheduled by the Commission. Are any such meetings being offered? **No.**

Section Cost Proposal, Page N/A

- 12) Does the Commission have a budget or hourly rate established for the services requested? **NCEL strongly encourages Potential Contractors to offer the lowest price and total cost, however, this is not a low-bid process. NCEL will evaluate proposals on a variety of factors (See RFQ Section 5.5) to determine the best overall auditor and highest value at a fair and reasonable price.**

Section Attachments C and D, Page N/A

- 13) Please confirm that for Attachments C & D re: background checks of Contractor and certain individuals (employees, subcontractors, etc.), that only employees/subcontractors of Contractor that will perform services under the resulting contract will have to undergo background checks, not every employee that may exercise control of the Contractor's business. **Please review Section 5.6.**

Section 5.16 Financial Soundness, Page 9

- 14) Would the NCEL consider waiving the bond and/or letter of credit requirement under section 5.16 if the Contractor's financial statement's demonstrated stable economic status? **No, see Section 5.6.**