



**ADDENDUM TO REQUEST FOR PROPOSAL
FOR GOVERNANCE REVIEW
RFP NO # 2022-AF-03
TOWN OF FORT FRANCES**

ADDENDUM # 3

The Corporation of the Town of Fort Frances hereby amends the Request for Proposal 2022-AF-03 for a Governance Review in accordance with the Request for Proposal and the Procurement Policy 1.12. This Addendum hereby forms part of the RFP 2022-AF-03. The Purpose of this Addendum is to

1. Provide responses to questions received

Question 1	In the evaluation criteria 50% + 20% is weightage set for qualification and experience. What is the weightage for approach and methodology?
Answer 1	Methodology of the Qualifications and Experience in conducting Municipal Governance Reviews: Refers to the work involved in gathering and analyzing information to achieve audit objectives. This work ensures that sufficient and appropriate audit evidence was collected to enable the audit team to draw conclusions related to each audit objective. <ul style="list-style-type: none">• Consultation with a subject-matter expert;• Observation and or review of committee meetings;

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	<ul style="list-style-type: none">• Analysis;• Interviews with Senior Management Staff and Council,• Documentation review.
Question 2	What is the maximum budget allocated for this review?
Answer 2	Please refer to addendum 1
Question 3	Are virtual meetings allowed for the proponents to carry out the agreement?
Answer 3	Yes we can accommodate virtual meetings and electronic communication to carry out the project.