

# **AMENDMENT NO. 1**

## **DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT**

### **REQUEST FOR PROPOSALS (RFP)**

#### **AUDIT SERVICES /INDEPENDENT PUBLIC ACCOUNTANT SERVICES**



RFP# 25-795-0000-00012

RFP Release Date: May 15, 2025

Proposal Due Date: May 30, 2025

## AMENDMENT NO.1

Request for Proposal # RFP# 25-795-0000-00012 is amended as described herein:

**CHANGE TO V.A.B. Evaluation Point Summary, Page #26:**

From:

V. EVALUATION

A. EVALUATION POINT SUMMARY

The following is a summary of evaluation factors with point values assigned to each. These weighted factors will be used in the evaluation of individual potential Offeror proposals by sub-category.

<b>Evaluation Factors</b> <i>(Correspond to section IV.B and IV C)</i>	<b>Points Available</b>
<b>B. Technical Specifications</b>	
B.1. Organizational Experience	200
B.2. Organizational References	100
B.3. Mandatory Specification	
3.1 Agreement to perform Scope of Work	Pass/Fail
3.2 License to Practice in New Mexico	Pass/Fail
3.3 External Quality Control Review	100
3.4 Independence	Pass/Fail
3.5 Federal Unique Entity ID	Pass/Fail
<b>C. Business Specifications</b>	
C.1. Financial Stability	Pass/Fail
C.2. Letter Of Transmittal	Pass/Fail
C.3. Campaign Contribution Disclosure Form	Pass/Fail
C.4. Cost Response Form	200
<b>TOTAL POINTS AVAILABLE</b>	<b>600</b>

Table 1: Evaluation Point Summary

To:

V. EVALUATION

A. EVALUATION POINT SUMMARY

The following is a summary of evaluation factors with point values assigned to each. These weighted factors will be used in the evaluation of individual potential Offeror proposals by sub-category.

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<b>Evaluation Factors</b> <i>(Correspond to section IV.B and IV C)</i>		<b>Points Available</b>
<b>B. Technical Specifications</b>		
B.1.	Organizational Experience	200
B.2.	Organizational References	100
B.3.	Mandatory Specification	
	3.1 Agreement to perform Scope of Work	Pass/Fail
	3.2 License to Practice in New Mexico	Pass/Fail
	3.3 External Quality Control Review	100
	3.4 Independence	Pass/Fail
	3.5 Federal Unique Entity ID	Pass/Fail
B.4.	Desirable Specifications	
	4.1 Offerors General Qualification and Experience	10
	4.2 Partner, Supervisory and Staff Qualifications and Experience	10
<b>C. Business Specifications</b>		
C.1.	Financial Stability	Pass/Fail
C.2.	Letter Of Transmittal	Pass/Fail
C.3.	Campaign Contribution Disclosure Form	Pass/Fail
C.4.	Cost Response Form	200
<b>TOTAL POINTS AVAILABLE</b>		<b>620</b>

Table 1: Evaluation Point Summary

**Inserted into RFP****B. EVALUATION FACTORS, (see table) Page #27:****B.4 Desirable Specifications**

**1. Points will be awarded based on how clearly and thoroughly the Offeror addresses this section.** The Evaluation Committee will consider the total number of firm staff, staff dedicated to government audits, total audit hours available for this engagement, and the location of the office performing the work.

Points will also be awarded for relevant experience auditing New Mexico State agencies in the past five (5) years, including the completeness of contract details provided. If a joint venture is proposed, the qualifications of each firm and the designated lead auditor will be evaluated.

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**2. Points will be awarded based on the clarity and detail of the Offeror's response.** The Evaluation Committee will evaluate the qualifications, experience, and certifications of the proposed engagement team, including partners, managers, supervisors, and specialists.

Points will reflect the relevance of individual experience to assigned roles, as well as education, licenses, government audit experience, and participation in professional organizations and training over the past three (3) years.