

**DIVISION OF LEGISLATIVE AUDIT
RFP NUMBER 25-33-01
AMENDMENT NUMBER 2**



Division of Legislative Audit
Attn: JC Kestel
State Capitol, 120 4th Street, Room 3
Juneau, AK 99801-1182

RFP TITLE: RFP 25-33-01 - Compliance Audits of Select Major Federal Programs

RFP CLOSING DATE & TIME: 2:00PM Alaska Time on January 14, 2025

DATE AMENDMENT ISSUED: Tuesday, January 7, 2025

The following changes/additions/clarifications are made to the RFP:

1. The following questions were received from potential offerors.

i. *Is the incumbent firm allowed to propose?*

Response: Yes.

ii. *Page 6 of the RFP states that DLA expects, “the audit will be carried out through a combination of in-person and remote work.” Does DLA have specific preferences for what portion of the audit work will be performed on-site and/or an expectation for the amount of time to be spent on site?*

Response: DLA has no specific preferences for what portion of work will be performed on-site. However, TANF eligibility is the portion of testing that should be done on-site as Alaska utilizes a mainframe system for benefit and eligibility determinations. This mainframe can only be accessed on the State network. DLA encourages in-person auditing to the extent possible and practical. DLA has found in-person auditing to be more efficient and more likely to result in cooperation and responsiveness of DOH employees. Please refer to paragraph 1.05 (Location of Work) of this RFP.

iii. *Is there anything about your current compliance audit process that you would like to be changed in the future?*

Response: Yes, DLA would like to consistently meet the single audit reporting deadline.

DIVISION OF LEGISLATIVE AUDIT
RFP NUMBER 25-33-01
AMENDMENT NUMBER 2

iv. *What are the three biggest challenges affecting DLA?*

Response: Auditee staff turnover/retention, lack of experience at auditee agencies, increased federal compliance workload/lack of accounting graduates.

v. *Have there been any disagreements between management and the incumbent vendor during the prior contract period?*

Response: DLA is not aware of any disagreements between management and the incumbent vendor during the prior contract period.

vi. *Has the incumbent contractor met the pre-determined deadlines?*

Response: The FY 24 single audit is in progress. The contractor did not meet the deadlines for the FY 23 single audit.

vii. *During the prior three years, did DLA utilize any services from the audit whether ad hoc or special project services? If so, can you please describe the services provided? Does DLA anticipate any of these service requests for the upcoming year?*

Response: No. DLA does not anticipate any ad hoc or special project service requests for the upcoming year.

viii. *If we are submitting our proposals through the email option, should we send one email with the technical and cost proposals attached as separate documents, or do we need to send two separate emails – one with the technical proposal attached and one with the cost proposal?*

Response: Offerors can submit their Technical and Cost Proposals as separate PDF's in one or multiple emails. Please note that the maximum size of a single email (including all text and attachments) that can be received is 50 MB (megabytes). If the email containing the proposal exceeds this size, the proposal must be sent in multiple emails that are each less than 50 megabytes and each email must comply with the requirements described in paragraph 1.02 (Proposal Submission, Delivery, and Acceptance) of this RFP.

ix. *The response to question i. on Amendment #1 states that payment can be permanently withheld if the contractor is unable to complete any portion of the work detailed in the RFP, paragraph 5.01 or provide deliverables detailed in the RFP, section 5.03 by the December deadline, even if the missed deadline is due to the unresponsiveness of one or more auditees. From the RFP, we understand there were challenges in the past in this area. Should an auditee be unresponsive to our information requests, will DLA provide assistance with follow up requests? If regular and open communication with DLA is provided, will payments be made for the portion of the work the successful proposer completed?*

**DIVISION OF LEGISLATIVE AUDIT
RFP NUMBER 25-33-01
AMENDMENT NUMBER 2**

Response: Yes, upon request, DLA will provide assistance when necessary to expedite information requests. If the Contractor is unable to complete any work detailed in RFP 25-33-01 Section 5.01, the Division may permanently withhold payment for the work. We do not anticipate the Contractor being unable to complete the work as the Auditee has an incentive to meet its federal auditing requirement.

- x. *Please confirm submitting our response solely through email (without providing a hard copy) is acceptable.*

Response: Yes, please refer to paragraph 1.02 (Proposal Submission, Delivery, and Acceptance) of this RFP.

- 2. All other terms and conditions of Request for Proposals 25-33-01 as amended will remain as written.

A signed copy of this amendment and any others issued, in addition to your proposal, must be received by the issuing office prior to the closing date and time for your proposal to be considered responsive.

JC Kestel, Procurement Manager
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NAME OF COMPANY

AUTHORIZED SIGNATURE

TITLE

PRINTED NAME

DATE