



STATE OF WASHINGTON  
OFFICE OF FINANCIAL MANAGEMENT

**RFQQ NO. 16-1100**

***PERFORMANCE AUDIT SERVICES, WASHINGTON STATE EMPLOYEE  
WHISTLEBLOWER PROGRAM***

**AMENDMENT NO. TWO (2)**

**OFM RESPONSE TO BIDDER QUESTIONS**

**07.27.2016**

**OFM Answers to Bidders' Questions**

This OFM Answer to Bidders' Questions may only explain or clarify some aspect that is already addressed in the RFQQ. However, some of the answers may also supplement or change what was previously stated in the RFQQ or in an exhibit.

*Therefore it is important that bidders review all questions and answers, and not just those which they may have submitted.*

## **Bidders' Questions & Answers**

**Question 1:** *On Page 3 of the RFQQ, it states that one of the qualifications is "Must possess a current CPA license". Does that refer to the firm itself, or can a non-CPA consulting firm with a CPA as Project Manager comply with this requirement?*

**ANSWER:** The procurement was amended on 07.19.2016, removing the possession of a current CPA license as a minimum qualification. T

**Question 2:** *I am requesting that OFM delete the requirement in section 1.3 (minimum qualifications) that the consultant possess a CPA license. Performance audits focus on issues of management, processes, systems and policy. They do not focus on the accuracy of financial data or how financial data is prepared or presented. This requirement seems superfluous for the scope of work as presented in section 1.2.*

**ANSWER:** The procurement was amended on 07.19.2016, removing the possession of a current CPA license as a minimum qualification. T

**Question 3:** *Given the scope of work defined in the RFQQ, is a CPA license necessary to complete the work?  
If so, what tasks and objectives require the CPA license?  
If not, could we please request that this minimum qualification item be removed?*

**ANSWER:** The procurement was amended on 07.19.2016, removing the possession of a current CPA license as a minimum qualification. T

**Question 4:** *What was the value of the prior contract?*

**ANSWER:** \$45,000.00

**Question 5:** *What system(s) are utilized to receive, track and report on whistleblower complaints received?*

**ANSWER:** I am not familiar with what SAO uses.

**Question 6:** *Can we get a copy of the most recent prior performance audit?*

**ANSWER:** <http://www.ofm.wa.gov/reports/audit/whistleblower.pdf>

**Question 7:** *Are there deadlines we need to be aware of for this performance audit?*

**ANSWER:** We will discuss the timeline when the contract is awarded- estimated deadlines- audit plan to OFM by September 30, 2016- audit work done and draft report to OFM by December 30, 2016, final report approved and all work completed by mid-January.

---

**Question 8:** *Can we have background information on the program during the two years under review including:*

- o Budget*
- o Staffing*
- o Volume of complaints received/dispatched*
- o Program goals and objectives*

**ANSWER:** OFM does not have this information. This could probably be found through research of SAO's website- [www.sao.wa.gov](http://www.sao.wa.gov)

**Question 9:** *The RFQQ makes reference to “compliance with laws and rules on matters of economy and efficiency” in the scope of work. What are the specific laws and rules that are referred to here?*

**ANSWER:** RCW 42.40.110 mandates that the program be audited periodically.

**Question 10:** *Can OFM provide some summary statistics on the volume of complaints that were filed with the State Auditor's Office during the audit scope period?*

**ANSWER:** This information can be found in the prior audit report at <http://www.ofm.wa.gov/reports/audit/whistleblower.pdf> and/or found through research of SAO's website- [www.sao.wa.gov](http://www.sao.wa.gov)

---

