



MEMORANDUM

TO: RFP 22-006

FROM: Aaron Flure, Purchasing

DATE: June 09, 2022

RE: Addendum -RFP 22-006-02

I. Questions and Answer

1. What is the estimated hours per year?

Unknown, depends on the project. Could be zero if there isn't a need.

2. Are there a set amount of projects that are to be completed each year?

No

3. Will the selected internal auditor also conduct the risk assessment for the University to determine the audit plan? Or will the plan be drafted by management/governance and projects

assigned to the contractor?

No, the projects will be determined by management.

4. What is the budget fee per year?

Management will contact internal auditor when need arises. Fee will be discussed/set at that time.

5. What were the fees paid for internal audit services for the last year years?

FY23 YTD Expense \$101,941.88 with current encumbrance of \$82,038.75

FY22 YTD Expense \$32,362.50

FY21 YTD Expense \$25,345.07

6. May we see the previous risk assessment and internal audit plan for last 3 years? There was no set risk assessment or plan.

*Offerors must acknowledge this amendment in Attachment 1 when submitting proposal.