

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name OFCC Auditing Project Number SFC-150888

Date posted: 04/21/16
Date revised: [If needed]

Below are the questions that have been received to date for the RFQ of the above-referenced project:

1. Delivery of Agreed-Upon-Procedures Reports for school districts participating in Commission programs, to what extent would this service require on site work at the individual education agency?
 - A. A typical Agreed-Upon-Procedure report requires approximately 3 days working on-site at the school district.
2. Provide Financial Reconciliation Services for Project Closeout; or To what extent would this service require on site work at either the Commission or the individual education agency?
 - A. The majority of the project close-out work can be completed remotely, however, there is potential that a meeting at the school district may be required.
3. General Consulting to advise the Commission on auditing procedures, issues and training, to what extent would this service be on site at the Commission vs. phone/web.
 - A. The majority of the general consulting work can be conducted via phone and/or email. However, there is potential that a meeting at OFCC may be required.
4. I see the fees and project cost are based on hourly rates approved by the Commission. Have these rates already been identified? Or, are the rates negotiated once you have selected the most qualified firm?
 - A. The rates are negotiated once the qualified firm(s) are selected.
5. Will OFCC consider proposals submitted by consulting firms that are not Licensed Accounting / CPA Firms, but which employ professionals with relevant accounting, internal audit, and cost audit expertise?
 - A. The individual(s) conducting the Agreed-Upon-Procedure needs to be a licensed CPA.
6. Can you provide the job titles/departments of the committee members who will be making the decisions on this RFQ?
 - A. We do not give out the names of the interview committee, they will consist of OFCC staff members.
7. Can you provide some more detail regarding what you are looking for specifically in the first service you list in your RFQ – “Delivery of Agreed-Upon-Procedures Reports for school districts participating in Commission programs”?
 - A. The Agreed-Upon-Procedure Reports will contain findings based on specific procedures outlined in the project agreement between OFCC and the school district.
8. Can we include brief information about our company in a separate pdf included in the same email as the RFQ?
 - A. Many firms provide a cover letter in the PDF. However, only the information provided in the 330 will be scored.