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OFFICE OF THE AUDITOR GENERAL
FRANK J. MAUTINO

MEMORANDUM

TO: Prospective Bidders

FROM: Bruce L. Bullard
Director of Compliance Audits

DATE: February 2, 2017

RE: Amendment to RFP 17-2 pertaining to the audit and or attestation services pertaining to the Illinois Student Assistance Commission (See Website @ www.auditor.illinois.gov)

On January 13, 2017, the Illinois Office of the Auditor General issued RFP 17-2 pertaining to the audit and or attestation services pertaining to the Illinois Student Assistance Commission.

Today the Illinois Office of the Auditor General is making minor corrections to one page in the RFP as follows:

-page 12, (corrected page is attached)

All submitted proposals should conform to these changes.

Corrected msg
2/1/17

Section 12 – Special Provisions

250 hours

2018

- a) Expanded Scope Information Systems Review (Note: This is in addition to requirements set forth in the Auditing Standards.) The OAG requires all proposers to include in their technical proposal a block of hours to be devoted to an expanded scope Information Systems review of the Department. The number of hours to be included in your proposal and reserved for this purpose is ~~200 hours~~ for the compliance examination of the period ended June 30, ~~2017~~. Proposers are required to provide information about staff who would be qualified and available to perform the expanded scope Information Systems review (See Sections B and C of Part III and Sections A & B of Part IV in the Technical Requirements portion of this RFP)

In performing the expanded scope Information Systems (IS) review aspect of this audit and attestation engagement, firms will be required to interact with and take general direction from an OAG Information Systems Audit Manager. The OAG IS Audit Manager will develop the specific scope of the IS review, based on background information developed and submitted by the firm in accordance with OAG directions. The OAG IS Audit Manager will provide the firm with a list of the selected IS controls and the hours to be allocated to each control, along with any associated requirements. The firm will be required to prepare a separate fieldwork summary for the expanded scope IS review and to maintain separate workpapers for this overall portion of the overall engagement. Any findings resulting from the expanded scope IS review will be included within the audit report or immaterial letter.

- b) Agreed-upon procedures will be performed on the GAAP reporting forms SCO-563,567 and 568 as specified in Chapter 27 of the Audit Guide, Exhibit 27-B.
- c) For any proposals involving more than one firm (i.e., the Group Audit/Primary contractor and subcontractor(s)) the Group Audit/Primary contractor must perform at least 51% of the total professional engagement hours.
- d) The Auditor General' s rotation policy is set forth in Chapter 31 on pages 6 and 7 of the Audit Guide " for Performing Financial Audits and Compliance Attestation engagements of Illinois Agencies" . It reads as follows:

Rotation policy: To maximize the efficiencies obtained by audit retention, it is the OAG's general policy, **subject to the OAG's sole discretion**, to maintain the same contractor on an engagement for six successive fiscal years, subject to an examination of such factors including but not limited to performance review, the satisfactory negotiation of terms (including price) and the annual availability of an appropriation.

The rotation schedule stated in the preceding paragraph is intended to further the best interests of the Office of the Auditor General. **Contractors are expressly notified that the Auditor General reserves the right, in his sole discretion to lengthen, shorten or otherwise modify the rotation policy for an individual engagement, a group of engagements, or all engagements when, in his opinion, a change is in the best interest of the Office of the Auditor General.**