



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

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B2018021 ADDENDUM #1
Financial Audit Services
Date of Addendum: 10/23/18

NOTICE TO ALL POTENTIAL RESPONDENTS

This addendum is issued to modify the previously issued bid documents and/or given for informational purposes, and is hereby made a part of the bid documents. The original RFP documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP.

Respondent shall take this Addendum into consideration when preparing and submitting its Proposal.

1. What is the intended audience and use of this report?

This report is intended to be used by the Court Administrator and members of the cabinet for an objective analysis on the new case management system.

2. On page 3, bullet 2.0 B., is the internal risk assessment specifically looking to test that the financial and operating data is accurate and reliable strictly within the case management system? Could further explanation be provided to explain the difference between bullets B and C?

With respect to page 3, bullet 2.0 B - yes, within the system but also accurate and reliable as it exits this system. Bullet 2.0 B is an overarching assessment of the financial and operating data of the case management system on the whole. Bulled 2.0 C is itemizing some of these areas that would be expected to be covered if the winning bidder was not familiar with the extent or breadth of the Judiciary's processes.

3. Is this audit expected to be performed in conformity with specific auditing standards? If so, what type of audit is expected or preferred?

We would expect this to be conducted in accordance with basic auditing standards or Information System auditing standards that would ensure that the audit is performed and supervised by those who, along with independence, possess the knowledge, competency, and skills to complete the engagement.

There could be a combination of audits conducted. There is a financial component to our system where we use the output to report our receipts, accounts receivable, and collections for reporting in the state's Comprehensive Annual Financial Report and we also would like to the evaluation of the case management system to ensure the output we use for court is achieving its intended benefits.

- 4. Given the sensitivity of the information, is there an expectation of on-site time vs. remote work?**

There is not. We can provide on-site space and network access to the case management system. . Auditors will not be allowed to remotely access the computer system.

- 5. In Section 6.0, what types of certifications are expected to demonstrate knowledge of the systems?**

We suggested various ways to demonstrate to us the level of experience and qualifications you may have in order to perform the audit. We would like to know if you are planning to put individuals on the audit who may have professional licenses or certifications that could showcase your talent pool (certifications may be those in the field of accounting and auditing such as CPA, CIA, CISA).

- 6. What systems will be included in the audit scope?**

The Odyssey case management system is the scope.

- 7. What is the expected timeline for this work?**

From the Entrance Conference to the Final Report, it is estimated to be a 3 to 6 months process, depending on staff assigned to the audit.