

June 6, 2017

TO: All Offerors

FROM: Kimberly Y. Judy
Audit Manager
Delaware Office of Auditor of Accounts

SUBJECT: Addendum to Request for Proposals (RFP) – AOA17003-CPA_SDCONST

Addendum #1 – Proposers Questions & Office of Auditor of Account's Answers

Please note: The attached sheets hereby become a part of the above mentioned RFP. All other terms and conditions remain the same.

The Office of Auditor of Accounts (AOA) received the following questions for clarification in response to its RFP posted on May 19, 2017.

1. Are the construction files centrally located at each district office or are they maintained at each individual school?
[The construction files are located at each district office.](#)
2. Is any on-site work that is required done at each of the individual schools?
[The firm should be able to accomplish on-site work at each district office.](#)
3. Are the construction files in paper or electronic format?
[The format of the construction files are at each district's discretion.](#)
4. How soon after August 1 are District officials ready for preliminary planning and fieldwork?
[Each district should be ready August 1 when the schedule of construction projects is due.](#)
5. When was the onsite work usually conducted?
[In the past, the firm conducted on-site work during the months of August through October.](#)
6. Were there any significant deficiencies or material weaknesses noted in the management letter(s) for June 30, 2016?
[Any significant deficiencies or material weaknesses identified would have been included in each district's examination report.](#)
7. Is there any assistance provided by internal auditors? If so, how many hours?
[No. The districts do not have internal auditors for this area.](#)

If you have any questions, please contact me at 302-857-3931 or kimberly.judy@state.de.us.