



MARTIN O'MALLEY
Governor

ANTHONY BROWN
Lieutenant Governor

T. ELOISE FOSTER
Secretary

DAVID C. ROMANS
Deputy Secretary

September 5, 2014

**Amendment No. 2 to
Audit Services Contract
Task Order Request for Proposals ASC-2014-08-001 (MSDE-DORS)
Audit and Issue an Opinion on the Financial Statements of the Maryland Business
Enterprise Program (MBEP) under the Authority and Supervision of DORS**

This Amendment No. 2 is being issued to amend and clarify certain information contained in the above named TORFP. All information contained herein is binding on all Master Contractors who respond to this TORFP. Specific parts of the TORFP have been amended. The following changes/additions are listed below; new language has been double underlined and marked in bold (ex. **new language**) and language deleted has been marked with a strikethrough (ex. ~~language deleted~~).

- 1.) **Revise KEY INFORMATION SUMMARY SHEET** as shown below:

Closing Date and Time for TOP: ~~Tuesday, September 9, 2014~~ **September 16, 2014 at Noon (Local Time)**

- 2.) **Revise Section 3.4 Format for Technical TOP** (*on page 5*) as shown below:

Technical TOP:

- F -- NOT APPLICABLE FOR THIS TOREFP:** Minority Business Enterprise Participation
- 1) TOP MBE Form A-Certified MBE Utilization and Fair Solicitation Affidavit;
 - 2) TOP MBE Form B-Outreach Efforts Compliance Statement; and,
 - 3) TOP MBE Form C-Subcontractor Project Participation Certification

- 3.) **Revise Section 3.5 Technical Submission** (*on page 9*) as shown below:

F. Minority Business Enterprise Participation

Minority Business Enterprise Goal - The minority business goal for this AUDIT TORFP is **0%**. **Therefore, the MBE forms listed below are not applicable for this TOREFP.** ~~Each Master Contractor responding to this TORFP must complete and~~

~Effective Resource Management~

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submit the MBE forms per the instructions in 'Instructions and Forms for MBE Participation in Task Order Request for Proposals (TORFPs) under the Audit Services Contract.'

- 4.) **Revise** Section 6.3 Auditing Standards (*on page 16*) as shown below:

6.3 Auditing Standards

The TOA Contractor shall conduct the audit using generally accepted **government** auditing standards; and accordingly, include such tests of the accounting records and such other auditing procedures as are considered necessary, and documenting the standards utilized in their reports.

- 5.) **Revise** ATTACHMENT A – SCOPE OF WORK as shown below:

On page 22, Section 6.0:

6.0 The term of the Task Order Agreement Contract will begin upon a fully executed Task Order Agreement in conjunction with an initial Notice-To- Proceed (on or about **Monday, October 13, 2014** ~~Wednesday, October 1, 2014~~) issued by the DBM Contract Management Office. Upon delivery and after State acceptance of the final deliverable, the term of the Task Order Agreement will end **Friday, January 30, 2015** ~~Wednesday, December 31, 2014.~~

*All deliverables are due no later than **Friday, January 2, 2015** ~~Monday, November 17, 2014.~~*

Should you require clarification of the information provided in this amendment to the TORFP, please contact Mrs. Jamie Tomaszewski at 410-260-7386 at the DBM Contracts Management Office.

Date Issued: September 5, 2014

By //s//
Jamie Tomaszewski
DBM Contract Manager and
Procurement Officer