



MARTIN O'MALLEY
Governor

ANTHONY BROWN
Lieutenant Governor

T. ELOISE FOSTER
Secretary

November 12, 2014

**Amendment No. 2 to
Audit Services Contract
Task Order Request for Proposals ASC-2014-10-001 (DHR)
For Random Audits of the Maryland Legal Services Program (MLSP)
Legal Service Providers**

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 strikeout (ex. ~~language deleted~~).

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

On page 22, Section 4.0:

- E. Review short term and long term cash flow of the contractor **and based on the review of short term and long term cash flow make an opinion and draw conclusions.**
- F. Review the debt to equity ratio of the contractor **and based on this the of the debt to equity ratio review make an opinion and draw conclusions.**
- G. Verify that the financial information is accurate, reliable and timely **and based on the verification of the financial information draw conclusions.**
- H. Verify that all indirect cost charted to the DHR contract are applied fairly **and consistently and based on the verification make an opinion and draw conclusions.**
- J. Audit the expenditures of contract funds to ensure that the funds are spent on providing legal services for the children that are involved in CINA and/or adults involved in APS/APGRB proceedings. **Provide this information in the form of an income statement along with any opinions and conclusions that can be drawn.**

~Effective Resource Management~

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- 2.) **Remove** ATTACHMENT C – LIST OF MLSP CONTRACTORS (Page 25 of the TORFP); and
Add ATTACHMENT C-REVISED – LIST OF MLSP CONTRACTORS (submitted as a separate attachment to this Amendment No. 2).

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: November 12, 2014

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