

State of South Dakota
Bureau of Finance and Management

500 East Capitol

Pierre, South Dakota 57501-5070

APPENDIX A
VENDOR INFORMATION/PROPOSAL RESPONSES

RFP #799 – INTERNAL CONTROL FRAMEWORK

Executive Summary of Applicant

1. Provide a detailed description of your organization.
2. Provide a copy of your organization's most recent audited financial statements.
3. Provide a detailed description of your organization's understanding and knowledge of the COSO and GAO (Green Book) Internal Control frameworks.
4. Provide a list of past clients (preferably governmental units) that your firm provided services to that are similar to the proposal you are submitting to the State.
5. Provide a detailed description of your organization's experience in assisting clients with developing and implementing integrated internal control systems.
6. Provide examples of integrated internal control system/framework that your organization employs.
7. Describe the process for addressing a disagreement with the status of a deliverable or a resolution to a problem.
8. How do you measure quality in your services? What is considered out of tolerance in those measures?
9. Describe the project management structure and implementation team recommended for your proposal, including the State's role.

Proposal

10. Provide a detailed project plan that indicates how your organization will complete the required deliverable and services including methodology, project steps, and phases that would be undertaken in your proposal to accomplish the State's needs.
11. What specific types of consultation/implementation resources will your organization provide to the State as part of your proposal and what specific qualification and experience do they have?
12. Provide specific types of resources your organization will need from the State and the amount of time required from the resources for implementation of an integrated internal control system.
13. Describe the on-going support your organization will provide to the State as BFM attempts to train remaining state agencies in deploying the system of internal controls across the other state agencies.