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## Contracting Opportunity

\*\*\* This ad has not been published. It has been reviewed and pending publication. \*\*\*

**Title:** Professional Auditing Services for the Audit of OSC's System of Internal Control  
**Agency:** State Comptroller, Office of the  
**Division:** Financial Administration  
**Contract Number:** RFP 19-03  
**Contract Term:** 4 years  
**Date of Issue:** 07/18/2019  
**Due Date/Time:** 08/22/2019 4:00 PM  
Written questions due @ 8/08/19 4pm et  
**County(ies):** Albany  
**Location:** 110 State Street, Albany, NY  
**Classification:** Financial - *Consulting & Other Services*  
**Opportunity Type:** General  
**Entered By:** Ashley Lostritto  
**Description:** Through this Request for Proposals ("RFP"), the Office of the State Comptroller ("OSC") of the State of New York ("State") is seeking competitive proposals from qualified independent certified public accounting firms to conduct an independent audit of existing internal controls at OSC as required by Article 45 of the Executive Law ("Executive Law") and to provide services as further detailed in Section 3.0 (Services) of the RFP.

**Proposers must demonstrate that they meet the Minimum Qualifications outlined below in their response to this RFP. Subcontractors cannot be used to meet the Minimum Qualifications.**

**Proposer must:**

- Be an independent Certified Public Accounting ("CPA") firm that is registered and in good standing with the New York State Board of Accountancy, or with the State Board for Accountancy where licensed;
- Be registered to practice public accounting in New York State and provide a copy of the firm's current registration;
- Submit a list of client(s) and dates that demonstrate that it has previously conducted a government audit within the last five years that included the review of internal controls, using GAGAS, and a sample audit report resulting from one of the government audits conducted within the last five years;

- Submit a statement signed by an authorized signatory that the firm is independent of OSC in the accordance with the AICPA and government auditing standards and is able to conduct the proposed audit; and
- Submit a statement signed by an authorized signatory that, collectively, the team assigned to the audit is qualified to provide an opinion on whether OSC's system of internal control is established and functioning in a manner that provides reasonable assurance that it meets the objectives of internal controls as described in the Executive Law and as prescribed in the Standards.

Failure to meet these Minimum Qualifications will result in a proposal being found non-responsive and eliminated from consideration.

### Submission Requirements

Interested vendors should submit a response to [RFP@osc.ny.gov](mailto:RFP@osc.ny.gov) (preferred) or via hard copy mail to:

Director of Financial Administration  
Office of the State Comptroller  
110 State Street, Stop 13-2  
Albany, NY 12236-0001

The Proposer must be willing to enter into an agreement substantially in accord with the terms of the Draft Contract posted to the OSC website should the Proposer be selected for contract award.

All documents for this procurement are posted on the OSC website at <http://osc.state.ny.us/procurement/index.htm>.

NOTE: Procurement documents may, from time to time, be amended or addenda issued. It is the Proposer's responsibility to become aware of any such amendments and/or addenda prior to submission of a proposal. All amendments and/or addenda to procurements will be posted to the OSC website at <http://www.osc.state.ny.us/procurement/index.htm>.

Proposers should review the OSC website prior to submission of a proposal to ensure that they have all information required to submit a complete and responsive proposal.

This procurement is subject to, and shall be conducted in accordance with, the OSC Executive Order on Procurement Integrity and OSC's Procurement Integrity Procedures, both of which are available in full on the OSC website noted above, or upon email request. All inquiries concerning this procurement must be addressed to the Contracting Officer or designee(s) at OSC, via email (preferred) to [RFP@osc.ny.gov](mailto:RFP@osc.ny.gov) or via hard copy mail to:

Director of Financial Administration (Questions for RFP19-03)  
Office of the State Comptroller  
110 State Street, Stop 13-2

**Albany, NY 12236-0001**

**Service-Disabled Veteran-Owned Set Aside: No**

**Total MWBE Participation Goals: 34%**

**Service-Disabled Veteran-Owned Business Contracting Goal: 2%**

## Contact Information

**Primary contact:** State Comptroller, Office of the  
Financial Administration  
Finance  
Ashley Lostritto  
Contract Management Specialist 1  
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**Submit to contact:** State Comptroller, Office of the  
Financial Administration  
Financial Administration  
Martha Ross  
Director  
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