



SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE
Purchasing Department
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<http://sedgwickcounty.org/finance/purchasing.asp>

AUDITING SERVICES
#16-0068
ADDENDUM 3

October 31, 2016

Sedgwick County has determined that a key segment to our Scope of Services was inadvertently left out of our original Request for Proposal and so we are making the following additional request of only those responders who provided us with a proposal response on Tuesday, August 23, 2016.

In addition to those Scope of Services set forth in Section IV of the RFP, the auditor shall annually conduct a detailed evaluation and review of the entirety of Sedgwick County's internal financial policies, processes and procedures. This "policies and procedures" audit shall be set forth in a separate report and must include (although is not limited to) the following:

1. Evaluation of the adequacy and effectiveness of the County's internal financial policies, processes and procedures
 - a. With regard to best practices
 - b. With regard to organizations of similar size and structure
2. Identification of those County financial policies, processes and procedures that may render the County vulnerable to internal or external fraud and/or abuse
3. Evaluation of the reliability and integrity of the County's financial policies, processes and procedures
4. Identification of the strengths, weaknesses, challenges and potential risks of the County's internal financial policies, processes and procedures
5. For identified weaknesses and risks, suggestions for improvement

This "policies and procedures" audit shall be provided to the County Manager.

The prospective independent auditor must submit a detailed proposed plan for completing this "policies and procedures" audit. If available, the prospective independent auditor must also provide a representative sample of the same or similar work performed on behalf of other entities.

The proposed "policies and procedures" plan must be submitted by 5:00 P.M., November 14, 2016 and can be submitted electronically to kara.kingsley@sedgwick.gov. Please include all details pertaining to this expanded scope of service, including costs, timelines, etc.

A handwritten signature in cursive script, reading "Kara Kingsley".

Kara Kingsley
Purchasing Agent