



TEXAS STATE UNIVERSITY SYSTEM REQUEST FOR QUALIFICATIONS

In accordance with Texas Government Code 2254, Sub-chapter A—"The Professional Services Procurement Act" and with the delegation of authority from the Texas State Auditor's Office per Texas Government Code, Section 321.020, the Texas State University System (TSUS) Office of Audits and Analysis is seeking responses (qualification statements) to this solicitation from qualified individuals or firms (Respondents) to perform the professional services ("Work" or "services") described below for the performance of audit activities for Lamar University, Lamar Institute of Technology, Lamar State College-Orange, and Lamar State College-Port Arthur.

The requested audit services include, specifically, a review of expenditures relating to Hurricane Ike (including compliance with legislation regarding proportionate spending among insurance reimbursements, FEMA, and state appropriations) and the internal audit portion of the Texas Higher Education Coordinating Board (THECB) facilities audits for the four campuses. Other work will be on an agreed-upon basis as determined by the System Director of the Office of Audits and Analysis (System Director) and the selected Respondent.

The selected Respondent will work closely with the System Director and the Director of Audits and Analysis-Lamar Campuses (Lamar Director) in performing audit services, and shall:

- Ensure compliance with relevant applicable auditing standards and Texas Government Code, Chapter 2102, in the performance of services;
- Complete work in a timely manner; and
- Maintain a high degree of confidentiality throughout the process.

Responses shall contain, as a minimum, the following information:

- A description of the Respondent's qualifications for performing such services;
- A description of prior experience in performing audit-related services at Texas state agencies and/or institutions of higher education;
- A description of prior experience in providing audit services related to reviews of expenditures resulting from hurricanes;
- A description of experience in auditing transactions in a Banner environment;
- A description of the Respondent's efforts to encourage and develop the participation of minorities and women in the provision of the services.

Responses shall be evaluated based on the criteria below:

- Prior experience in providing audit services related to reviews of expenditures resulting from hurricanes;
- Experience in auditing transactions in a Banner environment; and
- Experience in performing audit services at Texas state agencies and/or institutions of higher education.



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If additional information or clarification is required, the System Director shall make written requests to the appropriate Respondent(s) and will require all responses to be made in writing.

It is the intent of the System Office of Audits and Analysis to enter into one contract with the selected Respondent to perform the services described in this document. The System Director, in consultation with the Chair of the TSUS Finance and Audit Committee, shall be the sole judge in making this determination. Upon selection, the successful Respondent shall be requested to provide pricing for the described professional services an estimate for budgetary purposes.

If your firm is interested, please submit a written response **by November 20, 2009, 5:00 p.m.** to:

<P>Ms. Carole Fox, CPA
Director, Office of Audits and Analysis
Texas State University System
Thomas J. Rusk Building
200 E. 10th Street, Suite 600
Austin, TX 78701-2407

Please ensure the response envelope is clearly marked "RESPONSE TO RFQ."

If you have questions, please submit your questions via email to carole.fox@tsus.edu.