**Audit Services Contract VSBE TORFP Project Review (PR)**

**Assessment to Establish Maximum VSBE Participation For**

**Statewide Master Audit Services Contract (ASC) TORFP # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| Are VSBE subcontracting opportunities feasible? | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Note that the Master Contract aggregate VSBE goal is 5**%.** |
| Does the base of potentially-available VSBEs for the work components of the contract make the VSBE subcontract goals attainable? | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Note that as of August 2020, the Center for Veterans Enterprise (CVE) website had 32 verified VSBEs licensed CPA firms. |
| VSBE base of providers for each work component | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  See NAICS/Area of Work identified below |
| Is the geographical proximity of VSBEs to the work location a factor in setting a VSBE goal? | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Note if geographic proximity is not a factor. |
| Are the evaluation factors designed to ensure that they do not unreasonably limit or inhibit participation by small businesses, including VSBEs? | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Note that the evaluation factors should be based on qualifications and experience. |
| Are the structure, specifications, and requirements of the TORFP designed to ensure that they do not unreasonably limit or inhibit participation by small businesses, including VSBEs? | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The nine ASC labor classifications are broad enough and suitable to both Master Contractor and VSBE staff. |
| Do the deliverables take into consideration what is important to the agency and the success of the project (i.e. time, cost requirements)? | Note that the deliverables will be determined at this TORFP level. |
| The deliverables are defined in terms of what is expected and when schedules, deadlines and mandatory items are defined. | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Note that the deliverables will be determined at this TORFP level. |

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| **ASC Project Review**  **VSBE Participation Worksheet** | | | | | | | | | |
| Section 1 – PROJECTVSBE Review Group | | | | | | | | | |
| **Requesting Agency:** |  | | | **Date:** | | | |  | |
| VSBE Liaison Officer: |  | | | **Date:** | | | |  | |
| **Task Order Manager:** |  | | | **Date:** | | | |  | |
| **Procurement Officer:** |  | | | **Date:** | | | |  | |
| **Contract Manager:** |  | | | **Date:** | | | |  | |
| Section 2 – TORFP Information | | | | | | | | | |
| **TORFP NuVSBEr:** |  | | | | | | | | |
| **TORFP Agency:** |  | | | | | | | | |
| **TORFP Title:** | **Statewide Audit Services Contract (ASC):** | | | | | | | | |
| **Brief Description of the TORFP:** |  | | | | | | | | |
| **TORFP Period of Performance Term:** |  | | **Options (Enter amount)** | | | | | N/A | |
| **Is there a Master Contract?** | **Yes** | | **Aggregate Master Contract VSBE Goal** | | | | | 30% | |
| Section 3 – Subcontract opportunities In Master Contract | | | | | | | | | |
| **Subcontract Areas** | | **No. Certified VSBEs in this area** | **Est. Subcontracting Dollar Amount** | | **Aggregate VSBE Goal** | | **No. Years** | | **Dollar Amount** |
| See attached Subcontract Categories of Work | | See  Attached |  | | 30% | | 5 | | See Attached |
| Total Subcontract Amount | | | | | | $\_\_\_\_\_\_\_\_ | | | |
| **Total Contract Amount** | | | | | | $\_\_\_\_\_\_\_\_ | | | |
| Section 4 – Potential Subcontract Opportunities for THIS TORFP | | | | | | | | | |
| **Subcontract Area** | | **No. Certified VSBEs in this area** | **Est. Subcontracting Dollar Amount** | | **Est. Percent** | | **No. Months (M) or Years (Y)** | | **Contract Amount** |
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| Total Estimated Subcontract Amount: | | | | | |  | | | |
| **Total Estimated Contract Amount:** | | | | | |  | | | |
| Calculated VSBE Goal(Total Subcontracting Amount /Estimated Task Order Agreement Amount): | | | | | |  | | | |
| Section 4 – Summary | | | | | | | | | |
| Recommended VSBE Goal |  | Estimated VSBE Amount | | | | | |  | |
| This Task Order Request for Proposal (TORFP) is to procure financial audit services for the Agency named in Section 2 above. Note that there is an aggregate 5% VSBE goal for the Master Contract, and that the Master Contract is for a period of 5 years.  Please note any additional information regarding this TORFP audit request: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |