**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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |