**This document provides question and answer information pertaining to the above captioned RFP.**

**REMINDER:** It is the Respondent's responsibility to thoroughly read and examine the entire RFP document and any addenda to this RFP.

**Posted December 9, 2019**

**Question:** Do we need to add screenshots and such to support the answers or is it enough to say that we can or can’t do what you’re asking?

**Answer: The vendor needs to provide enough detail for us to understand what the software solution can provide**. **If selected for presentation, the expectation is to be able to view functionality of all features.**

**Question:** Under risk assessment – supports system level in development of audit plan - can you explain what you mean by “System level’?

**Answer: The University of Arkansas System consists of seven universities, seven community colleges, and seven additional units. We would like the ability to develop an audit plan for the entire system and/or the individual unit level.**

**Question:** Under audit workpapers – create using Microsoft Office and Adobe Products - are you hoping to house your workpapers in Office/Adobe?

**Answer: The Internal Audit Department uses Office 365 and Adobe. We would like to continue to use the tools available with this software in the creation of workpapers. If this is not available, we would like to understand how workpapers are created.**

**Question:** Under Resources – ability to track regulatory compliance - can you explain this further? Do you need regulatory requirements built in? Adherence to standards and frameworks?

**Answer: We do not need regulatory requirements built in. We would like to know what functionality is available to facilitate adherence to standards such IIA, COSO, NIST, etc.**

**Question:** Under time management – reporting based on department hierarchy – can you define what this looks like?

**Answer: The Internal Audit Department currently includes a Chief Audit Executive and three audit teams headed by an Internal Audit Director.**

**Question:** How many users?

**Answer: Currently the Internal Audit Department consists of ten staff members.**