

**Universal Service Administrative Co. (USAC)
AAD-25-056 – External Peer Review
Questions & Answers**

Q#	Question	Answer
1	The solicitation mentions both a peer review and also discusses an external quality assessment review under GIAS. These are sometimes considered two different things even though there is some overlap. Can you confirm if you are looking for a peer review, a full external quality assessment review against IIA standards, or is this a self-assessment with independent validation?	USAC is requesting: <ul style="list-style-type: none"> ▪ GAGAS peer review to enable us to include a statement of conformance with GAGAS in our internal audit reports, and ▪ An external assessment under GIAS to enable us to include a statement of conformance with GIAS in our internal audit reports.
2	Can you discuss what type of self-assessment, if any, has been done related to quality and the standards on an ongoing or periodic basis?	USAC performs detailed quality assurance reviews of each audit, which includes ensuring applicable employees have met the required independence and continuing professional education requirements. USAC also conducts an annual quality monitoring assessment covering both standards.
3	When would you like the peer review completed?	Draft reports are due to USAC by August 29, 2025. Contractor will be expected to deliver a completed final external peer review report to USAC by September 12, 2025 in a form to be agreed upon by USAC and Contractor within 10 business days of execution of an engagement letter with USAC.
4	What time period will the peer review cover?	August 2023 to July 2025
5	About how many total stakeholders do you envision for interviews to include both the internal audit team and management/board members?	This is at the discretion of the selected auditor based on a review of USAC's organization chart.
6	What are you trying to get out of the peer review - just confirmation of conformance with Standards, etc. or are there strategic changes or goals that you are implementing or envisioning?	Confirmation of conformance.

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7	How many audits are included in the population for the complete review period, or in other words, about how many audits are done annually?	USAC cannot disclose this information.
8	Is there an established max budget for this peer review?	Offeror should provide its best estimate based on the scope of work stated in the RFP.
9	Can the peer review be performed remotely, or do you have some onsite preferences?	Yes, USAC can accommodate a remote working arrangement.
10	Is USAC seeking a certified accounting firm to perform this work? We have experience conducting External Peer Reviews for state agencies where GAGAS is applicable, and we would like to confirm that this experience is considered relevant in both scope and complexity.	Yes. However, USAC will consider non-certified firms based on experience and other relevant factors.
11	Will USAC consider relevant past performance of Key Personnel as part of the "up to three (3)" past performance references required for submission?	Yes.
12	Has USAC established a ceiling value for this project?	Please see Answer to Question #8.
13	Is there an incumbent contractor currently performing this work? If so, would USAC be willing to provide the incumbent's name, contract number, and contract value?	No.
14	Will the Government allow a separate travel line item to be included in the proposed pricing? If so, is there a not-to-exceed amount?	USAC is a not-for-profit Delaware corporation operating under the oversight of the FCC. USAC is not a federal agency, a government corporation, a government controlled corporation or other establishment in the Executive Branch of the United States government. Travel expenses are not reimbursable under this Contract.
15	Will the Government consider a fixed price contract structure with equal monthly payments divided across the period of performance?	USAC will consider a fixed-priced contract structure. Please submit both the requested price proposal specified in the RFP and an alternate price proposal for USAC evaluation.

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16	Does the Offeror have to propose milestone payments as currently listed in Attachment 1: Bid Sheet, or may the Offeror propose alternative milestone categories and associated percentages (e.g., Project Initiation – 20%, Fieldwork and Testing – 50%, Project Briefings of Draft Report – 20%, Final Report & Closeout – 10%)?	Yes, the price proposal specified in the RFP must be provided at a minimum. USAC will consider alternatives if submitted with Offeror's proposal.