



January 8, 2014

2DB00-KMM-014-001-R1

Dear Interested Parties:

**REQUEST FOR EXPRESSIONS OF INTEREST (RFI) – INTERNAL AUDIT SERVICES ON THE HANFORD, WA SITE**

Washington River Protection Solutions (WRPS) as a prime contractor to the U.S. Department of Energy (DOE) is seeking a subcontractor to provide Internal Audit (IA) services over the next three (3) years.

**SCOPE**

This work is to provide internal audit services. Products to be generated are subject to review by Washington River Protection Solutions (WRPS) internal audit staff and oversight by the WRPS Internal Audit Manager.

- Internal Audits will be performed in accordance with The Institute of Internal Auditors' (IIA) International Standards for the Professional Practice of Internal Auditing (hereafter referred to as *Standards*), and provisions of the WRPS Internal Audit Guide, as applicable.
- Audit reports will be submitted for review and approval by the WRPS Internal Audit Manager or delegate.
- Audit work papers will be subject to review and approval by the WRPS Internal Audit Manager or delegate.

**EDUCATION AND EXPERIENCE**

Individuals will need to have the proven ability to analyze business situations, controls and risk and recommend practical solutions. The preferred resources will have a four-year undergraduate degree in accounting, finance or the equivalent. MBA is a plus. Certified Public Accountant (CPA) is preferred. Certified Internal Auditor (CIA) certification is a plus. Certification in Risk Management Assurance (CRMA) is also a plus. Strong personal computer skills are necessary.

**RFI SUBMISSION REQUIREMENTS**

Interested firms are invited to submit an expression of interest letter to include a response to the following:

1. A general description of your firm's capabilities relating to Internal Audit requirements.
2. Describe the types of internal audits previously performed including your auditors direct experience in performing audits at government sites working to IIA standards.
3. A listing of the types of certifications your firm's auditors maintain that are directly applicable to the IIA's standards.

This is not a Request for Proposal, but a request for an expression of interest. Expression of interest letters must be received via email at Kara\_M\_Martin@ri.gov or by fax at (509) 376-1083 no later than January 29, 2014. Expression of interest responses should be limited to less than five (5) pages of information. Resumes are not included in page count.

WRPS looks forward to hearing from you regarding this request.

Sincerely,

Kara Martin  
Sr. Procurement Specialist