pennsylvania
DEPARTMENT OF GENERAL SERVICES
BUREAU OF PROCUREMENT

SOLICITATION ADDENDUM

Date:	**December 9, 2022**
Subject:	**Additional Questions and Answers**
Solicitation Number:	**RFP 2022-6**
Due Date/Time:	**December 13, 2022, 4:00pm EST**
Addendum Number:	**3**

To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation "Addendum" as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals).

List any and all changes:

RFP 2022-6
Service Organization Controls (SOC) 1 Type 2 Audit Readiness and Audit Services Additional Questions and Answers

1. Has the intended scope undergone any other third-party review such as a SOC 1, SOC 2, or ISO 27001 certification in prior years?
    No.
    a. If so, can the reports be provided for review prior to submitting quote? **N/A**
    b. If reports will not be provided, but are available, what is the total control activity count from prior year reports? **N/A**

2. Does the organization utilize any IT vendors for data hosting, or is the data hosted in a PSERS owned and operated data center?
    Data that may be examined during this engagement is hosted in a variety of manners. Some data is hosted by a third-party with whom PSERS contracts; some data is hosted by a software provider through a cloud-based system; and some data may be hosted locally.

3. Are the primary applications that would be in scope developed in-house? Or are they purchased application software maintained by third parties?
    Most of the primary applications are third-party Software as a Solution (SaaS) products.

4. Approximately how many employees are employed by PSERS?
    PSERS has an authorized complement of approximately 350 employees.

5. How many physical locations does PSERS operate out of, including offices and data centers?
PSERS Headquarters is in Harrisburg, Pennsylvania. PSERS also maintains member/employer services locations in six Field Offices located across Pennsylvania in Ebensburg, Franklin, Lock Haven, Pittsburgh, Scranton, and Warminster.

6. Is there automated or system monitoring surrounding the Financial Reporting, Investment (DB Only), and DC Plan control areas, or is there primarily manual (human) reconciliations and monitoring to satisfy these objectives?
Primarily manual reconciliations and monitoring are leveraged.

7. Does the organization have a vendor management program in place to monitor and review vendors that are key to the services in scope?
No. There is not a formal vendor management program in place currently; however, there are controls in place to monitor key vendors.

8. Has an Information Security Risk Assessment been completed over the intended scope previously?
No; while PSERS has completed Security Risk Assessments, an assessment on the intended scope of this engagement has not been completed.

As a reminder, by Addendum 2, the PSERS Issuing Office for this procurement extended the Solicitation through Tuesday, December 13, 2022, at 4:00pm EST. Proposals must be received by December 31, 2022, at 4:00pm EST to be considered timely.

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous solicitation addenda, remain as originally written.

Respectfully,

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