

VENDOR QUESTION	<u>ANSWER/RESPONSE</u>
<p>1. Will the auditor be picked up and returned to the airport and escorted throughout the onsite audit process?</p>	<p><u><i>The auditor is responsible for getting to and from each site and should budget accordingly. Auditor will be escorted throughout the audit as that is a requirement for safety and security in all of NJDOC facilities.</i></u></p>
<p>2. Will meals be provided during the onsite audit?</p>	<p><u><i>Auditor(s) typically provide their own meals and should budget accordingly, however each facility has an ODR (Officers Dining Room) if refreshments are needed.</i></u></p>
<p>3. Can payments be disbursed for each part of the audit process?</p>	<p><u><i>Payments will be disbursed per invoice</i></u></p>
<p>4. Will any special training be required prior to the onsite audit?</p>	<p><u><i>It is unclear what type of training is of concern but no training prior to the onsite visit would be required. Upon arrival at the facility, however, for the onsite visit, a short training on security protocols for each facility may be provided when needed.</i></u></p>
<p>5. Is a minimum of one auditor required to conduct the audit of the facilities?</p>	<p><u><i>Yes, there is a need for at least one primary auditor. We have had multiple auditors during other audits and if choosing to use more than one, that needs to be included in the proposed budget accordingly.</i></u></p>

