



January 29, 2019

MEMORANDUM FOR: Dr. Steven Dillingham
Director
U.S. Census Bureau

Carol N. Rice

FROM: Carol N. Rice
Assistant Inspector General for Audit and Evaluation

SUBJECT: Audit of the Census Bureau's Integrated Communications
Contract with Young and Rubicam, Inc. (#2019-336)

We are initiating an audit of the Census Bureau's (Bureau's) integrated communications contract with Young and Rubicam, Inc. Our objectives are to determine whether the Bureau is (1) administering time-and-materials and labor hour delivery orders in accordance with Federal Acquisition Regulation and *Commerce Acquisition Manual* requirements, and (2) effectively monitoring the contract to ensure schedules are met. If schedules are not met, we will determine if the Bureau is taking appropriate actions to mitigate the impact of delays.

We will schedule an entrance conference to discuss our audit objectives and scope in more detail. If you have questions about this audit, please contact me at (202) 482-6020 or David (Chris) Rose, Director, at (202) 482-5558.

We thank you in advance for your cooperation during this audit.

cc: Ron Jarmin, Deputy Director and Chief Operating Officer
Daniel L. Palensky, Chief, Acquisition Division
Joanne Buenzli Crane, Chief Financial Officer
David R. Ziaya, Chief Administrative Officer
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