



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  
Colleen Holzbach, Program Manager for Oversight Engagement  
Corey Kane, Program Analyst  
Kemi A. Williams, Program Analyst