

REQUEST FOR PROPOSALS

The Liberty County Development Authority is soliciting proposals to establish a contract for the professional services of Certified Public Accountant for financial and compliance audits. The contract will be for three consecutive fiscal years beginning with the fiscal year ended June 30, 2018 and ending with the fiscal year ended June 30, 2020. The Authority will have the option to extend the contract for two years, fiscal years ending June 30, 2021 and June 30, 2022, should the Authority and auditor agree on terms and conditions.

Proposals will be accepted until **1:00 PM on Wednesday, August 22, 2018** by the Owner's designated representative, Ms. Carmen Cole, Director of Administration & Finance, 425 W. Oglethorpe Highway, Hinesville, Georgia 31313 at which time they will be publicly opened and read. Facsimile or email responses will not be accepted. No extensions of bidding period will be made.

Proposal packets are available by contacting Ms. Carmen Cole at (912) 368-3359, via email at carmen.cole@lcda.com or by visiting the Development Authority office located at 425 W. Oglethorpe Highway, Hinesville, Georgia 31313.

A **Mandatory** Pre-Proposal conference will be held on **Thursday, August 16, 2018 at 1:00 PM** at the offices of the Liberty County Development Authority, 425 W. Oglethorpe Highway, Hinesville, Georgia.

Instructions for preparation and submission of a proposal are contained in the Request for Proposal package. Please note that specific forms are required for submission of a proposal. Bids must be printed in ink. Only completed proposals will be considered.

The Liberty County Development Authority provides equal business opportunity for all businesses and does not discriminate against any person regardless of race, color, religion, age, sex, national origin or handicap.