



DATE: July 6, 2018
TO: Invited Parties
FROM: Melinda Caldwell, Director
SUBJECT: Professional Auditing Services

The Ozark Mountain Solid Waste District is soliciting proposals from qualified firms of certified public accountants to audit the Ozark Mountain Solid Waste District's financial statements for the fiscal year ending June 30, 2018 and potentially three subsequent years.

Your proposal should contain, but not be limited to the following considerations:

1. Eligibility - authorization by the State Board of Accountants to conduct audits. Proof that the firm is certified to conduct municipal audits by the Board of Accountancy.
2. Experience of your firm in relation to the scope of audits for this Project.
3. Your staff assignments and availability to complete the audit on a timely basis.
4. Your fee proposal to conduct the basic audit function, along with your fee schedule for additional services that may be required beyond the scope of the audit engagement.
5. Detail of expenses expected to be incurred, i.e. mileage, per diem, telephone, etc.

Audit firm to produce statements, print 20 copies of the annual report.

Relevant financial documents are available for viewing upon request. Our bookkeeping is handled online with our bank and QuickBooks Online.

Following the standard agreement form used by CPA firms conducting audits, the final agreement will be in the form of a written contract.

All questions and correspondence should be directed to the District by email at OMSWDistrict@gmail.com

The District reserves the right to reject any or all proposals submitted.

We will look forward to receiving your proposals on or before August 16, 2018.
Direct proposals to –

OMSWD
PO Box 1669
Harrison, Arkansas 72602