

## **TOWN OF LAKE PARK**

### ***LEGAL NOTICE***

NOTICE IS HEREBY GIVEN that the Town of Lake Park, Florida will be accepting sealed proposals for:

#### **EXTERNAL AUDITING SERVICES REQUEST FOR PROPOSALS Town Bid No. 105-2019**

The Town is soliciting Proposals from qualified and experienced independent Certified Public Accountants and/or firms licensed to practice in the State of Florida for the purpose of providing an annual examination of the financial statements and records of the Town. The audit shall be conducted for the purpose of forming an opinion of the general-purpose financial statements taken as a whole and to determine whether operations were conducted in accordance with legal and regulatory requirements.

Sealed proposals for **EXTERNAL AUDITING SERVICES** will be received in six (6) bound copies until 10:00 A.M. Eastern Time on June 11, 2019, at the Town of Lake Park Town Hall, located at 535 Park Avenue, Lake Park, FL 33403. Bids received after this time will be returned unopened. Receipt of a Proposal by any Town office, receptionist, or personnel, other than the Office of the Town Clerk shall not constitute "submittal" as required by this solicitation. The Town Clerk's time stamp shall be conclusive as to the timeliness of each submittal.

#### **Request for Proposal Documents**

This Request for Proposals (RFP) is available upon written request to the Town Clerk's Office, 535 Park Avenue, Lake Park, Florida 33403-2603 or at [townclerk@lakeparkflorida.gov](mailto:townclerk@lakeparkflorida.gov). The facsimile number is (561) 881-3314. If you have any questions regarding this bid, please call the Town Clerk's Office at (561) 881-3311.

All Proposals shall be submitted in a sealed envelope with the Proposer's name, RFP name, number, and opening date, clearly stated on the outside of the envelope.

RFP's will be opened and read aloud in the Town of Lake Park Commission Chamber at 10:00 a.m. on June 11, 2019. Award of RFP will be made at a future Town Commission Meeting.

Any proposals received after the time and date specified above will not be considered and shall be returned to the Proposer unopened.

The deadline by which any additional information/clarification must be requested is 1:00 P.M. Eastern Time June 4, 2019. Such requests must be submitted in writing to the Town Clerk's Office, Town of Lake Park as specified in the section of this RFP entitled "General Conditions and Instructions". In the event that any portion of the RFP is modified based upon the additional information/clarifications asked for, the Town shall issue a formal written amendment to the original RFP.

Vivian Mendez, Town Clerk, MMC  
Town of Lake Park, Florida

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