

REQUEST FOR PROPOSAL FOR AUDIT SERVICES
 LINCOLN COUNTY LIBRARY DISTRICT
 JANUARY 2019
 SELECTION PROCESS

Monday, January 21, 2019 by 5:00 p.m.	Proposals submitted	Via e-mail
Tuesday January 29, 2019	Individual proposal review complete	Review committee members
Between January 30, 2019 and February 4, 2019	Select audit firm to be recommended to Board	Review committee members
Tuesday February 5, 2019	Decision about audit firm contract award	Lincoln County Library District Board

Selection committee: District Librarian, two Board members, two library district directors, Summer Sears.

Review criteria will be based on RFP requirements. The selection committee will receive electronic copies of the RFP's and review criteria to be completed individually by January 29, 2019. Committee members will meet electronically once between January 30th and February 4th to discuss completed reviews and will select an audit firm to recommend to the Board of Directors at the February 5, 2019 meeting. After the decision at the February 5th meeting the District Librarian will work with the selected firm to finalize a contract and begin the audit process.