

QUONSET DEVELOPMENT CORPORATION
REQUEST FOR PROPOSALS
2021-003
Annual Financial Audit

The Quonset Development Corporation (QDC) is seeking sealed proposals for the purpose of considering firms to perform the Corporation's Annual Financial Audit.

This work involves completed and final reports (inclusive of all audit communications) related to the financial statements shall be delivered to the Corporation by September 9 and the Department of Administration – Office of Accounts and Control, and the Office of the Auditor General by September 30 of each year (as required by Section 35-6-37 of the General Laws). These financial statements will be incorporated into the State's Annual Comprehensive Financial Report. Two copies of all audit reports and communications shall be provided to the State Auditor General. Additional Audit reports relating to federal awards and required by the Federal Single Audit Act and OMB Guidance 2 CFR part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards - Subpart F – Audit Requirements) (if required) shall be submitted no later than November 30 of each year.

Interested firms are requested to submit proposals which clearly indicate the extent to which all requirements of the Request for Proposal will be fulfilled, including but not necessarily limited to staff experience and recent project experience and the firm's role relative to the various project requirements. Each proposal must include at a minimum the following:

- Cover letter expressing interest, signed by an owner, officer, or authorized agent of the firm or organization, acknowledging and accepting the terms and conditions of this Request, and tendering an offer to the QDC. The letter must contain a commitment to provide both the services described in the RFP and the personnel proposed for the assignment.
- Technical information describing the background, qualification, and experience with and for similar programs, as well as the work plan or approach proposed for this requirement. Firm/Team information and related project experience.
- A detailed description and costs of each task of the Scope of Services to be undertaken that indicates how the project would be completed, including a breakdown of any components; hours; resumes; billing rates and fees.
- A timeline for completion and contract costs of the components described above.

Interested firms may obtain a copy of the request including the Statement of Project Scope at the Quonset Development Corporation, 95 Cripe Street, North Kingstown, RI 02852, (401) 295-0044, or via email request to info@quonset.com,

Proposals must be received by the Corporation at the above address by no later than 9:00 AM local time on April 5, 2021.

Any questions regarding this Request for Proposal should be directed to Norine Lux; Finance Director for the Corporation at the address and telephone number above.

This advertisement does not constitute an offer on the part of the Corporation; rather, it is placed in order to solicit proposals. The Corporation reserves the right to reject any and all proposals received, to waive any informalities in the proposals received and to accept the proposal which in its sole judgment best serves the interests of the Corporation.