

LIVINGSTON SCHOOL DISTRICT 4 & 1

*Dr. Donald J. Viegut – Superintendent
D. Ellen Conley – Director, Business Services*

*132 South B Street
Livingston, MT. 59047
406-222-0861
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**Livingston School District 4 & 1
Request for Proposals – Audit Services**

Livingston School District 4 & 1 is seeking proposals for professional audit services for the fiscal year ending June 30, 2017. The scope of required audit services includes preparation of basic financial statements and note disclosures.

Interested parties will need to send a letter of interest, proposed fee along with the following information:

- Documentation the audit firm is listed on the Montana Department of Administration's roster of independent auditors.
- Documentation the audit firm is up to date with yellow book CPE requirements.
- Proof the auditor has professional liability insurance.
- Documentation or certification that the audit firm is independent with respect to Livingston Public Schools.
- Referrals as well as a list of government and school district audits (including A-133 audits) within the last five years. (Provide a list of clients and contact information)
- Provide credentials and work related experience of assigned audit staff. (Provide list of staff that will be working on the audit and their related experience.)
- At the option of the district services may be extended to include the fiscal year ending June 30, 2018 and 2019. Proposed fees should include one, two and three year options.

Proposals should be delivered or mailed to the following address and plainly marked "Audit Services – Livingston School District". Proposals must be received no later than 4:30 p.m. on August 15, 2017.

Livingston School District 4 & 1
C/O Ellen Conley, Business Manager
132 S. B St.
Livingston, MT 59047

Thank you,



D. Ellen Conley
Business Director