

CITY OF OLEAN

OFFICE OF THE CITY AUDITOR

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PUBLIC NOTICE

REQUEST FOR PROPOSALS (RFP)

PROFESSIONAL AUDITING SERVICES

CITY OF OLEAN, MUNICIPAL BUILDING

The City of Olean is requesting proposals from qualified independent certified public accountants to conduct the financial and compliance audit of its operations.

Copies of the proposal document may be requested from Lens M. Martial, City Auditor by telephone :lmartial@cityofolean.org or accessed online at www.cityofolean.org/request-for-proposal/.

The period of the services sought by this procurement shall be June 1, 2024 through May 31, 2025, with an option to renew for up to three one-year extensions.

Proposals will be accepted until February 16, 2024 by 2:00 p.m. at the Auditor's Office, 101 East State Street, Room 109, Olean, NY 14760. All proposals must be sealed and clearly marked "City of Olean Audit Proposal".

The contract award will be made by the City of Olean after consideration of proposal evaluation criteria, as listed in the Request for Proposals document.

All potential respondents are notified that disadvantaged and women-owned enterprises, minority-owned enterprises, service-disabled and veteran-owned enterprises are encouraged to submit responses to this request. The City of Olean will ensure that respondents to this request will not be discriminated against based on sex, race, color, creed or national origin in consideration of an award.

The City of Olean reserves the right to reject any or all proposals, bids, to waive any informality, and withdraw this solicitation at any time. The City of Olean is an equal opportunity provider and employer.

Lens M. Martial

City Auditor

101 East State Street, Room 109

Olean, NY 14760