

**NOTICE**  
**REQUEST FOR PROPOSALS**  
**FOR**  
**PROFESSIONAL AUDIT SERVICES**  
Solicitation No. RFP: FY2017-AS-001

The Palm Beach County Housing Authority (PBCHA) is requesting proposals from qualified firm of certified public accountants to perform the audit of its financial statements for calendar years ending September 30, 2017 to September 30, 2019. A digital copy of this Request for Proposal (RFP) documents may be obtained Monday, October 16, 2017, at 8:30 am, on PBCHA's website at [www.pbchafl.org](http://www.pbchafl.org) under the "Audit Services" tab labeled **RFP No.: FY2017-AS-001**. All questions shall be submitted in writing no later than November 3, 2017 by 4:00 pm, to the attention of:

Tad J. Fuller, Chief Financial Officer  
3432 W. 45<sup>th</sup> Street  
West Palm Beach, FL 33407  
[tfuller@pbchafl.org](mailto:tfuller@pbchafl.org)

A pre-submission conference will be held at the PBCHA main office on October 25, 2017 at 10:00 a.m. Attendance is not mandatory; however, responders are encouraged to attend. All proposals shall be prepared and submitted in accordance with the instructions described in the RFP, and will be evaluated as stated in the evaluation section of the solicitation. All proposals must be received by PBCHA on or before 4:00 pm (EST) Monday, November 13, 2017. Electronic submissions will not be accepted. Proposals must be clearly marked with the solicitation number, responders name, address and contact information. The successful respondent will be announced on November 29, 2017.

PBCHA will enter into an agreement with the firm whose proposal is most advantageous to PBCHA. PBCHA reserves the right to reject any and/or all proposals and/or to waive any term or condition in this solicitation. No proposal submitted may be withdrawn for a period of 180 days, subsequent to the deadline for receiving proposals. **All communications and questions regarding this RFP must be submitted in writing to the Interim Chief Executive Officer.**