	<b>LIMESTONE CHARTER ASSOCIATION</b>  <b>REQUEST FOR PROPOSAL</b>	Solicitation #	2
		Date Issued	8/30/2022
		Phone	864-488-8202
		E-Mail Address	krichardson@limestonecharters.org
		Description of Services	<b>FINANCIAL CONSULTING &amp; ADVISORY SERVICES</b>

<b>SUBMIT OFFER BY</b>	<b>September 15, 2022, 11:00 AM EST</b>
QUESTIONS MUST BE RECEIVED BY	<b>September 8, 2022, @ 11:00 AM, EST</b>
NUMBER OF COPIES TO BE SUBMITTED	<b>One (1) Original-EMAIL ONLY TO</b> <a href="mailto:krichardson@limestonecharters.org">krichardson@limestonecharters.org</a> and <a href="mailto:amalone@limestonecharters.org">amalone@limestonecharters.org</a>

### OVERVIEW

Limestone Charter Association (LCA), formed in July 2021, is a newly formed charter authorizer/LEA for FY 2022-2023. LCA becomes the third statewide authorizer in the State of South Carolina. The Limestone Charter Association office is based in Columbia at Limestone University's Columbia Campus located on Arbor Lake Drive inside the Fontaine Business Park. LCA has 3 schools that transferred from either a District or from other authorizers beginning in the FY 2022-2023 fiscal year, with 5 additional new charter schools currently in the implementation phase for opening in FY 2023-2024. LCA also anticipates additional transfers and new charter schools to request to transfer/open for the FY 2023-2024/FY 2024-2025 fiscal years and beyond. LCA understands its fiscal responsibility to adequately account for public funds, and to maintain compliance with all State and Federal regulations that relate to Public Charter Schools.

### SCOPE OF WORK


#### DESCRIPTION OF SERVICES FOR FINANCIAL CONSULTING & ADVISORY SERVICES

LCA is seeking a certified public accounting firm to provide consulting/advisory services. The consulting services will consist of an examination of the beginning balance sheet accounts for 2022-2023 from the schools, as well as a review of the fixed assets of the schools transferring to the Association.

Prior to the examination, the consultant will have an entrance conference with the Superintendent and the Director of Finance. The consultant will work with LCA to propose the necessary journal entries and documentation needed to adequately record the activity transferring to LCA. The consultant will also provide advisory services as needed throughout the FY 2022-2023 and FY 2023-2024 fiscal year and the same services for any schools that may transfer for the FY 2023-2024 fiscal year if needed. The consultant/advisor will also make recommendations on the financial structure and fiscal practices of LCA to maintain compliance with all federal and state requirements and accounting practices.

#### REPORT CONTENTS AND REQUIREMENTS

The adjusting journal entries, procedural recommendations, or any other deliverable will be prepared and proposed to the Director of Finance and Superintendent.

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**REQUIREMENTS**

The firm should provide an hourly rate for consulting/advisory services.

**CONTRACTUAL/OTHER**

LCA reserves the option to renew the contract for five additional years, in increments of one year, under the same terms, charges, and conditions as contained in the original contract. Contract renewals are subject to availability of fiscal year funds and satisfactory performance.

LCA reserves the right to reject any or all proposals or to cancel this RFP in its entirety.

LCA will issue a separate RFP for auditing services, and, to preserve independence, any firm that is awarded consulting/advisory service on this RFP will not be allowed to bid on auditing services.

**WORKING PAPERS**

Working papers will be retained by the successful firm for five years after the completion of this review. The working papers must be made available for examination without charge to LCA.