

SCHUYLKILL COUNTY TAX COLLECTION COMMITTEE

TCC Auditor RFP

To Whom It May Concern:

The Tax Collection Committee (TCC) for Schuylkill County is a new government entity formed under Act 32 of 2008, which restated the Local Tax Enabling Act. The TCC is governed by a board of delegates appointed by school districts and municipalities that impose earned income tax. The TCC will have an annual operating budget of approximately \$ 25,000. Under Act 32, the TCC is required to appoint a tax collector to collect earned income tax and possibly other taxes throughout the Schuylkill Tax Collection District (TCD), and to oversee the appointed tax collector's collection within the TCD. The TCC is seeking proposals from firms interested in providing to the TCC an audit of TCC finances and ongoing advice and service relating to the TCC's oversight of the tax collector.

Our goal is to obtain the highest quality services provided in a cost effective manner. If your firm is interested, please submit a proposal addressing:

- Your firm's qualifications and credentials.
- Characteristics that differentiate your firm from other firms and suggest the desirability of our retaining your firm to provide TCC services.
- Proposed engagement letter.
- Any other matters you wish to address.

Please provide two (2) copies of your proposal to the undersigned by 3:00 p.m. on Monday, December 13, 2010.

If you have any questions, please feel free to contact the undersigned.

Date: December 2, 2010

Sincerely,

Jack J. Hurst, CPA, PRSBA
TCC Chairperson
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685 Red Dale Road
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