



**REQUEST FOR PROPOSALS FOR  
BOARD OF COMMISSIONERS MEETING ROOM AUDIO/VISUAL UPDATE  
Public Notice  
APRIL 20, 2023**

The Currituck County Board of Commissioners (the “County”) invites qualified firms and/or individuals to submit a proposal to update the audio and visual equipment in the Board of Commissioners Meeting Room located at 153 Courthouse Rd, Currituck, North Carolina.

The Request for Proposals (RFP) package in electronic (PDF) format shall be requested from Crystal Owens, Contract Purchasing Agent by email at [bids@currituckcountync.gov](mailto:bids@currituckcountync.gov). The County is not responsible for full or partial sets of RFP documents obtained from any other source.

Proposers shall email one (1) electronic file of the complete proposal package in PDF format to Crystal Owens, Contract Purchasing Agent by email at [bids@currituckcountync.gov](mailto:bids@currituckcountync.gov) no later than 4:00 p.m. Eastern Standard Time (EST) on Tuesday, May 30, 2023. It is the sole responsibility of the Proposer to ensure receipt of its proposal to the County. Submittals received after the due date and time will not be considered. Confirmation of receipt by telephone can be made directly to Crystal Owens, 252-232-6000, Ext. 4020.

A non-mandatory preproposal meeting will be held on Tuesday, May 9, 2023 in the Board of Commissioners’ Meeting room located at 153 Courthouse Road, Currituck, NC.

Small Business Entities, Women Owned Businesses, Minority Owned Businesses, Veteran and Service-disabled Veteran Owned Businesses are encouraged to submit bids.

The County reserves the right to negotiate with any and/or all Proposers that submit qualifications. The County further reserves the right to reject all offers or award a contract which, in its judgment, is in the best interest of Currituck County. The County reserves the right to waive any informality.