

RESOLUTION #2819

AWARD AUDITING SERVICES TO HYMANSON, PARNES AND GIAMPOLO, CPA FOR FISCAL YEAR ENDING SEPTEMBER 30, 2016 FOR A LUMP SUM FEE OF \$11,250.00

WHEREAS, the Housing Authority of the Township of Woodbridge (the “Authority”) requires general Independent Audit services to perform FYE16 closeout (10/1/15 – 9/30/16) on the Authority’s books and records in accordance with existing rules, orders, directives, and regulations promulgated by the United States Department of Housing and Urban Development (including the HUD Accounting Handbook, Financial Management Handbook, HUD Audit Guidelines and the Annual Contributions Contract) provided that such compliance is in the best interest of the Authority and is required by law, until further notice; and

WHEREAS, the Authority published a notice in Home News Tribune on 10/13/16 soliciting proposals for professional Audit Services for the aforesaid; and

WHEREAS, one proposal for Independent Audit services was received in the Office of the Executive Director until 10:00 AM on Tuesday, November 15, 2016, at which time the proposal was considered in accordance with the selection process defined in the specifications by an evaluation team, with evaluation factors averaged as follows:

<u>CRITERIA:</u>	<u>POINTS</u>
1. Specific experience with similar projects.	35
2. Company History/Employee Resumes	10
3. Cost (Lump Sum)	20
4. Comprehensiveness/Responsiveness of proposal	10
5. Audit Approach	<u>25</u>
Maximum Total Points	100

Firm	Factors					Total Score
	1	2	3	4	5	
Hymanson, Parnes & Giampolo Lincroft, NJ 07738	35	10	19.5	10	24	98.5

WHEREAS, it is the recommendation of the Executive Director, Donna F. Brightman, that based upon the review of the proposal and positive past experience with the firm, that Hymanson, Parnes & Giampolo, LLP be retained to provide the general audit services needed by the Authority.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Township of Woodbridge, New Jersey, that a contract for professional services be awarded to the firm of Hymanson, Parnes & Giampolo, LLP in the amount of \$11,255.00 to provide Auditing Services in a timely manner to complete all required forms, reports and submissions in accordance with the specifications outlined in the proposal.

Motion to adopt Resolution #2819 moved by Commissioner Shah and seconded by Commissioner Rosario and upon roll call, the vote was as follows:

ROLL CALL: Kenny Michelson Rosario Rupasinghe Shah Ficarra
AYES: Kenny Michelson Rosario Shah
NAYS: None
Abstain: None
Absent: Rupasinghe Ficarra

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Board of Commissioners of the Housing Authority of the Township of Woodbridge at their Regular Meeting of December 5, 2016.

Approved as to legal form:

Terrence Corriston, Esq.

Donna F. Brightman, Secretary