

RESOLUTION #3036

**AWARD AUDITING SERVICES FOR YEAR ENDING SEPTEMBER 30, 2019 TO
HYMANSON, PARNES AND GIAMPOLO for \$12,845.00**

WHEREAS, the Housing Authority of the Township of Woodbridge (the “Authority”) requires general Independent Audit services to perform FYE17 closeout (10/1/18 – 9/30/19) 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 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 2:00 PM on December 19, 2019, 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 |

| | Factors | | | | | |
|---|---------|----|----|----|----|-------------|
| Firm | 1 | 2 | 3 | 4 | 5 | Total Score |
| Hymanson, Parnes & Giampolo Lincroft, NJ 07738 | 35 | 10 | 20 | 10 | 23 | 98 |

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 \$12,845.00 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 #3036 moved by Commissioner Walker and seconded by Commissioner Michelson and upon roll call, the vote was as follows:

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Walker Pires Ficarra
AYES: Agarwal Kenny Michelson Perez-Rosado Walker Pires Ficarra
NAYS:
Abstain:
Absent:

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 January 6, 2020.

Approved as to legal form:

Terrence Corriston, Esq.

Donna F. Brightman, Secretary