

RESOLUTION #2016-30
DESIGNATE AUDITOR FYE 3/31/16 TO HYMANSON, PARNES & GIAMPOLO
FOR THE SUM OF \$7,050

WHEREAS, the Housing Authority of the Borough of Highland Park (HPHA) requires general Independent Audit services to perform FYE16 closeout (4/1/15-3/31/16) 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 the Home News Tribune on 3/16/16 and 3/22/16 soliciting proposals for professional Audit Services for the aforesaid; and

WHEREAS, this contract is to be awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et. seq.; and

WHEREAS, one proposal from Hymanson, Parnes & Giampolo for Independent Audit services was received in the Office of the Executive Director until 2:00PM, Tuesday, April 12, 2016, at which time the proposal was considered in accordance with the selection process defined in the specifications; and

<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 (\$7,050.00)	10	25	100

WHEREAS, it is the recommendation of the Executive Director, Donna F. Brightman, that Hymanson, Parnes & Giampolo is qualified to provide the general audit services needed by the HPHA and that the price of \$7,050.00 submitted is considered to be fair and reasonable to perform the work requested.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Borough of Highland Park, New Jersey, that a contract for professional services be awarded to the firm of Hymanson, Parnes & Giampolo for the sum of \$7,050.00 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 #2016-30 moved by Commissioner Sedehi and seconded by Commissioner Martinez and upon roll call, the vote was as follows:

ROLL CALL: Chen Chudnick Hersh Martinez Monk Reh Sedehi
AYES: Chudnick Hersh Martinez Reh Sedehi
NAYS: None
Abstain: None
Absent: Chen Monk

I hereby certify that the above is a true and exact copy of Resolution adopted by the Board of Commissioners of the Housing Authority of the Borough of Highland Park at their Regular Meeting of May 11, 2016.

Donna F. Brightman, Secretary

Approved as to legal form:

Terrence Corrison, Esq.