

**RESOLUTION #2017-28  
DESIGNATE AUDITOR FYE 3/31/17 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 FYE17 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 4/4/17 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 25, 2017, at which time the proposal was considered in accordance with the selection process defined in the specifications; and

<b><u>CRITERIA:</u></b>	<b><u>POINTS</u></b>
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>
<b>Maximum Total Points</b>	<b>100</b>

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 #2017-28 moved by Commissioner Sedehi and seconded by Commissioner Rainwater and upon roll call, the vote was as follows:

ROLL CALL:	Chudnick	Martinez	Methven	Monk	Rainwater	Reh	Sedehi
AYES:	Chudnick	Martinez	Methven	Monk	Rainwater	Reh	Sedehi
NAYS:	None						
Abstain:	None						
Absent:	None						

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 10, 2017.

Approved as to legal form by  
Terrence Corrison, Esq.

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Donna F. Brightman, Secretary