

**RESOLUTION 2021-12-29**

**RESOLUTION APPROVING AND AUTHORIZING THE AWARD OF A  
CONTRACT FOR AUDITING SERVICES**

**WHEREAS**, the Housing Authority of the Town of Dover (“Housing Authority”), a public entity organized and existing pursuant to the Code of Federal Regulations, the Department of Housing and Urban Development (“HUD”), and the laws of the State of New Jersey, has determined that it is in need of a qualified professional to perform the annual audit of accounts and records for the fiscal year ending September 30, 2021; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4.1 and prevailing HUD procurement requirements, the Housing Authority published a public advertisement and issued a formal Request for Proposals (“RFP”); and

**WHEREAS**, in accordance with the terms of the RFP, all proposals were to be received by 2:00 p.m. on November 30, 2021 and were to be objectively evaluated based upon a number of factors specified therein; and

**WHEREAS**, following a thorough analysis of all such proposals in accordance with the published criteria, the Housing Authority has determined that the proposal submitted by Hymanson, Parnes & Giampaolo was fully responsive, meets all the needs and requirements of the Housing Authority, and is the most advantageous to the Housing Authority, price and other factors considered; and

**WHEREAS**, therefore, the Housing Authority wishes to award a contract to Hymanson, Parnes & Giampaolo for auditing services; and

**WHEREAS**, the contract is being awarded pursuant to a “fair and open” process in accordance with N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Housing Authority certified that sufficient funds were appropriated for the above-mentioned services; and

**WHEREAS**, the Board of Commissioners has found that it is in the best interest of the Housing Authority and its overall goal of providing quality, affordable housing to low-income families to approve and authorize the award of a contract for auditing services to Hymanson, Parnes & Giampaolo;

**NOW THEREFORE,**

**BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the Town of Dover hereby approves and authorizes the award of a contract in the amount of \$11,700.00 to Hymanson, Parnes & Giampaolo for auditing services; and

**BE IT RESOLVED**, that this contract shall be available for review at the Housing Authority's office located at 215 E. Blackwell Street, Dover, New Jersey; and

**BE IT FURTHER RESOLVED**, that the Board hereby authorizes the Executive Director to take any and all administrative actions necessary to implement this resolution.

This Resolution shall take effect immediately.

PASSED and adopted this 7th day of December 2021.

Original Signed By:

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Maria Tchinchinian, Director/Secretary

RFP FOR AUDITOR FOR FYE 2021

PROPOSAL:

COMPANY: HYMANSON, PARNES & GIAMPAOLO

Date: 11/30/2021

Fees: **\$11,700**