



*REQUEST FOR PROPOSALS FOR*

**ANNUAL AUDIT AND ACCOUNTING SERVICES  
for the Housing Authority of Bergen County and  
the Housing Development Corporation of  
Bergen County**

*For Proposal Information*

*Erick Martinez*

*Purchasing Agent*

*Phone: 201-892-4313*

*Email: [martinez@habcnj.org](mailto:martinez@habcnj.org)*

**April 2021**

# HOUSING AUTHORITY OF BERGEN COUNTY

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## **ANNUAL AUDIT AND ACCOUNTING SERVICES for the Housing Authority of Bergen County and the Housing Development Corporation of Bergen County**

**Procurement Schedule:** Issuance of Request for Proposal: Friday, April 23, 2021  
Last Day for Request for Clarifications (questions): Monday, May 3, 2021 by 10:00 a.m.  
Proposal Due Date: Friday, May 14, 2021  
Proposal Due Time (Eastern Daylight Prevailing Time): 10:00 a.m.

### **Section 1. Introduction**

The Housing Authority of Bergen County (Authority) on behalf of itself and the Housing Development Corporation of Bergen County (HDC), a related entity of the Authority is seeking proposals for Annual Audits of the Financial Records of the Authority for Fiscal Year ending March 31st for the following Three (3) Years:

- Fiscal Year Ending March 31, 2021
- Fiscal Year Ending March 31, 2022
- Fiscal Year Ending March 31, 2023

The Authority and HDC, at their sole discretion, may extend the contract for an additional Two, One- Year terms for a total of five (5) years. All multi-year contracts (if any) shall be subject to fund availability on a yearly basis and the Firm must agree to the extension.

Through the Request for Proposal process described herein, persons and/or firms interested in assisting the Authority and HDC with the provisions of such services must prepare and submit a proposal in accordance with the procedure and schedule in this Request for Proposal. The Authority and HDC will review and evaluate all proposals submitted in order to determine if they have met all of the requirements herein and if they are responsive, based on the inclusion of all the information required to be included as described herein. The Authority and HDC shall

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evaluate all responses to this Request for Proposal and eliminate those that are obviously unqualified or do not meet all the criteria to provide the required services. Selection will be based upon Point Evaluation Criteria. The Authority and HDC shall award a contract to the Firm which scores the highest amount of points, based on the aforementioned Evaluation Criteria, and at the sole discretion of the Authority and HDC is determined beneficial and most advantageous to the needs of the Authority and HDC.

Contract shall be subject to earlier termination for convenience or cause, at the sole discretion of the Authority. Either party shall have the right to terminate the contract upon a thirty (30) day written notice to the other party. In the event of termination of the contract, the Firm's fees outlined within said contract shall be prorated to the date of termination.

The Authority and HDC and the Firm awarded the contract expressly agree that this contract shall not be deemed to create an employer-employee relationship between the Authority, HDC and the Firm, respectively, and no rights or privileges of an employee of the Authority and HDC shall inure to the Firm.

The Authority and HDC reserve the right to reject any or all proposals, or to waive any informalities contained therein and to award the contract in a manner that will best serve the interest of the Authority and HDC. Should the proposer to whom the contract is awarded fail to enter into a contract with the Authority and HDC, the Authority and HDC may then, at its option, accept the proposal of the next proposer with the highest score, as graded by the Evaluation Committee.

This contract shall be governed by and construed in accordance with the laws of the New Jersey (N.J.S.A. 40A: 11 et seq. and N.J.A.C. 5:34.1 et seq. All contracts are subject to the availability and appropriation of funds annually.

The most recent Federal Data Schedule of the Authority and HDC for each fiscal year may be obtained at the Finance Office of the Authority by submitting a written request for same.

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This proposal is being solicited through a Fair and Open process in accordance with N.J.S.A. 19A-20.4 et seq.

## **Section 2.    Scope of Audit**

The services to be provided are regarded as professional services, and selection of a Firm will be based on the point system. As such, not only price but the qualifications and professional ability and other similar factors may be utilized in awarding the contract involved herein.

The objective of the audit is the expression of an opinion as to whether the general purpose financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles.

The scope of the audit includes but is not limited to an assessment of internal controls and compliance with applicable laws, regulations and provisions of contracts and grant agreements with respect to management of federal award programs.

The engagement will include the following:

- Audit of the financial statements in accordance with Generally Accepted Auditing Standards and Government Auditing Standards.
- Compliance audit of Federal Funds in accordance with Circular A-133.
- Compliance audit of Funds in accordance with State of New Jersey Single Audit Requirements.
- Preparation of comparative financial statements and notes and supplemental schedules in conformity with generally accepted accounting principles.
- ED001 report and review package.

**A.**     The Housing Authority of Bergen County is soliciting from duly qualified public accounting firms licensed in the State of New Jersey to conduct an annual audit of its

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activity for each of the years as noted above, in accordance with OMB Circular A-133. The areas of activity are as follows, each with its own set of books:

1. Housing Vouchers, 3,586 units authorized, (approx. 3,400 issued)
2. Main Stream Vouchers, 46 units authorized (45 issued)
3. Tenant Based Rental Assistance (HOME) 75 units
4. Low Income owned rental housing, 498 units, including Capital Fund, Capital Fund Stimulus Grant and Central Office Cost Center
5. Community Development funds; and
6. Owned housing, funded in part by the State, 2 units
7. Continuum of Care
8. HOPWA

It is necessary to certify and provide a schedule regarding the Authority's Deferred Compensation program.

- B.** The Community Housing Resource Board of Southern Bergen County (CHRB), a related entity of the Housing Development Corporation of Bergen County, is soliciting proposals from public accounting firms to conduct an annual audit of its Section 8, new construction, non-profit 221(d)(3) FHA insured project (Lehmann Gardens, Park Ridge, Housing for Handicapped, 36 units), for the fiscal year ending March 31st of each year. The comparative audit report must have the REAC account numbers next to each line of the Statement of Financial Position, the Statement of Activities and the Statement of Cash Flows. The preparation of IRS Form 990 is to be included as part of proposals.
- C.** The Housing Development Corporation of Bergen County is soliciting proposals from public accounting firms to conduct an annual audit for the Housing Development Corporation of Bergen County (non-profit corporation), for the fiscal year ending March 31, 2021. One of the properties of this corporation is the FHA insured (Sec. 231) Section 8 building for the elderly which will require the preparation of a separate audit report. The comparative audit report must have the REAC account numbers next to

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each line of the Statement of Financial Position, the Statement of Activities and the Statement of Cash Flows. Preparation of Form 990 is required for this Corporation. (Two separate audit reports are required).

All appropriate HUD/State auditing procedure formats must be followed.

### **Section 3. Auditor Covenants**

The auditor will be a Certified Public Accountant, licensed in the State of New Jersey, with proven experience in the auditing of public housing authorities and nonprofit organizations. During audit fieldwork, the auditor-in-charge shall be a CPA and be on-site the majority of the time.

**The fieldwork shall commence no later than June 1st of each year and the drafts of all four final audit reports made available by July 31st of each year. Any adjusting journal entries should accompany the draft report.**

The letter of engagement and a list of any Authority audit responsibilities should be received in the Finance Office no later than 15 days prior to commencement of fieldwork.

The auditor will provide eight (8) copies of the final audit report, State Compliance Audit, and Federal Compliance Audit.

### **Section 4. Authority Covenants**

The Housing Authority of Bergen County agrees to make available all information, documents and records needed to complete the audit in the timeframe outlined. Workplace and copying facilities will be made available. Staff will be available during the fieldwork phase to retrieve any requested information.

### **Section 5. Professional Qualifications**

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The proposal should include a summary of the professional qualifications of the staff that will be conducting the audit. Also provide a brief history of the firm along with information about organization structure and size. Additionally, include a description of any prior experience the firm has with auditing public housing authorities.

### **Section 6. Pricing Information**

The proposal should contain an all-inclusive maximum fee for each year, a breakdown line item per audit, as well as budgeted hours and corresponding dollar amounts for each classification of staff assigned to the audit. Also include a billing schedule that provides details about progress payments for audit work performed. ***After the award is made, the vendor being awarded a contract shall agree to provide a breakdown of fees by “fund” for the Housing Authority of Bergen County as well as the Housing Development Corporation, upon request.***

### **Section 7. References**

Provide the name and address of five (5) references along with the phone number, fax number and email of each contact person. References submitted should be firms for which you have conducted audit work similar in scope and size as that outlined in these specifications.

### **Section 8. Instructions for Submitting Proposals**

All proposals must be submitted in a sealed envelope marked “Audit Proposal” on the outside of the envelope. Proposals should be addressed to the Housing Authority of Bergen County, Purchasing Department, C/O GFA, LLC 576 Valley Road Suite 242, Wayne, NJ 07470. **Proposals must be received by 10:00 A.M. on Friday, May 14, 2021.**

Should you be interested in submitting a proposal, you are invited to inspect our books and records as a basis for cost estimate. Enclosed you will find the point evaluation criteria.

### **Section 9. Rejection Rights**

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The Authority reserves the right to reject any and all proposals, or to waive technicalities to award the contract in a manner that will best serve the interest of the Authority.

**Please take note that it is the recommendation of the State Comptroller of the State of New Jersey that all public entities not award contracts for auditing services longer than three (3) consecutive years. This recommendation is made in an effort to promote impartiality and prevent collusion.**

**The Authority has the sole right to reject any proposal which it believes would prevent Authority from providing an impartial audit, and to award a contract to a firm whose proposal it considers to be in the most advantageous and in the best interest of the Authority.**

### **Section 10. Auditing Standards**

Auditors must conduct audits in accordance with generally accepted auditing standards and *Government Auditing Standards* issued by the Comptroller General of the United States. The auditor must follow *Government Auditing Standards* on every audit, regardless of whether the entity received federal financial assistance. When appropriate, the Auditor should conduct audits in accordance with the Single Audit Act Amendments of 1996 and United States Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*.

### **Section 11. Financial Reporting Requirements**

Financial statements of authorities are to be prepared in accordance with the provisions of the Governmental Accounting Standards Board (GASB). Many authorities are an integrated unit of a local government. GASB Statement 14, *The Financial Reporting Entity*, provides requirements and guidance for the reporting entity, component units, jointly governed organizations, and other stand-alone governments.



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## **Section 12. General Instructions: Submission of Proposal**

Requests for proposal shall be received in accordance with public advertisement as required by law, a copy of said notice being attached hereto and made a part of these specifications:

- a) One (1) original and Three (3) copies of the proposal shall be submitted to the Purchasing Department of the Authority and HDC on the original forms attached.
- b) It is the Respondents responsibility to see that proposals are presented to the Purchasing Department on the hour and at the place designated. Proposals may be hand delivered or mailed; however, the Authority and HDC disclaims any responsibility for proposals forwarded by regular mail or common carrier. Respondents are cautioned that reliance on the US Postal Service, other mail delivery and/or courier service for timely delivery of submissions is at their own risk. Failure by the Respondents submission to reach the Purchasing Department of the Authority and HDC by the prescribed time will result in a return of the unopened submission. Mailing submissions should allow for normal mail delivery time and internal circulation within the Authority and HDC to ensure the timely receipt of their submissions by the Purchasing Department of the Authority and HDC.
- c) The Authority and HDC reserve the right to postpone the date for presentation and opening of proposals and will give written notice of any such postponement to each prospective Respondent as required by law.
- d) The Authority and HDC reserve the right to suspend or terminate the procurement process herein described at any time (at its sole discretion). If terminated, the Authority and HDC may determine to commence a new procurement process or exercise any other rights provided under applicable law without any obligation to the Respondents.
- e) The information in each submission may be subject to public disclosure to State and Federal Law.

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- f) Submissions will be held confidential during the proposal process until such time as the final contract is executed, upon such time the proposals may be subject to the Open Public Records Act (OPRA) for non-proprietary information.
- g) It is the responsibility of the prospective Respondent to indicate what submitted information is proprietary.
- h) All submissions become the property of the Authority and HDC.
- i) The preparation of a response shall be at the expense of the Respondent. The Authority and HDC will not reimburse firms for any costs associated with the preparation or submittal of a response.
- j) By responding to this Request for Proposal, firms acknowledge and consent to the conditions set forth herein relative to the submission, review and consideration of your response.
- k) The response to this Request for Proposal, together with the related cost data and other supporting factors and documentation, will be used to make the final firm selection. The firm's proposal will be included as part of the contract between the Authority/HDC and the firm.
- l) The Authority and HDC reserve the right to reject any and all proposals and the right, at its sole discretion to waive or refuse to waive any defect or informality in any proposal.
- m) Submissions which, in the sole judgment of the Authority or HDC, fail to meet the requirement of this request of which are in any way conditional, incomplete, obscure, contain additions or deletions from requested information, or contain errors may be rejected.
- n) Proposers assume sole responsibility for the complete effort required in this Request for Proposal. No special consideration shall be given after responses are received, because of a respondent's failure to be knowledgeable of all the requirements of this request. By submitting a response this offering, the Respondent represents that it has satisfied itself, from its own investigation, of all the requirements of this Request for Proposal. The proposal submitted by the Respondent shall be binding on the Respondent.

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- o) The Authority and HDC has the option, at its sole discretion, to reduce or increase the scope of work for any task or subtask called for under this contract. In such an event, The Purchasing Assistant, of the Authority and HDC shall provide advance written notice to the Respondents.
- p) The Authority and HDC reserve the right to supplement, amend or otherwise modify this RFP, or otherwise request additional information.
- q) The Authority and HDC reserve the right to cancel this contract with thirty (30) days written notice to the Firm with or without cause.
- r) The Respondents are cautioned to initially submit sufficient information to enable the Evaluation Committee to fully ascertain each proposer's capacity to perform all the requirements contemplated by this solicitation. All commitments made in the proposal shall become a part of any resultant contract.
- s) All proposals will be offers and may not be withdrawn for a period of sixty (60) calendar days following the last day for acceptance.
- t) The successful Respondents will ensure that all employees have successfully passed nationwide criminal background checks, drug testing and national sex offender registry searches.
- u) The burden is upon Respondents to comply specifically with the directions in this Request for Proposal. Any RFP response not delivered in the manner specified, shall be declared void unless the deviation is deemed to be a minor technical violation.
- v) Subsequent to the issuance of this Request for Proposal, the Authority and HDC, through the issuance of addenda, may modify, supplement or amend the provisions of this RFP in order to respond to inquiries received from prospective Respondents or as otherwise deemed necessary or appropriate by and in the sole discretion of the Authority and HDC.

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## PROPOSAL FORM

Name of Accounting Firm: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

e-mail address: \_\_\_\_\_

The following proposal is submitted in response to the request for proposal for a quote for the Annual Audit of the Financial Records of the Authority for the Fiscal Year ending March 31st of each of the following Years:

AUDIT CATEGORY	ORIGINAL CONTRACT YEARS			OPTIONAL YEARS	
	Year Ending	Year Ending	Year Ending	Year Ending	Year Ending
	March 31, 2021	March 31, 2022	March 31, 2023	March 31, 2024	March 31, 2025
Housing Authority of Bergen County Single Audit					
Housing Development Corporation Consolidated Audit					
Brookside Gardens, Bergenfield (HDC) Required Single Audit					
Emerson Veterans Supportive Housing, Emerson (NJHMFA) Financial Compilation Report					
Lehmann Gardens, Park Ridge (CHRB) Required Single Audit					
<b>Total Amount for all audit categories above</b>					

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

*After the award is made, the vendor being awarded a contract shall agree to provide a breakdown of fees by "fund" for the Housing Authority of Bergen County as well as the Housing Development Corporation, upon request.*

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## POINT EVALUATION CRITERIA

### AUDIT REQUEST FOR PROPOSAL

The Authority and HDC shall evaluate all responses to this request for proposal and eliminate those that are obviously unqualified or do not meet all the criteria to provide the required services. Selection will be based upon the following point system:

#### **CRITERIA**

1. Experience in auditing similar entities
  2. Review references (attach listing w/ contact person and telephone number)
  3. Organization size/structure; firm's participation in AICPA- sponsored or comparable quality control programs
  4. Firm's understanding of the work to be performed
  5. Firm's ability to complete work on time schedule prescribed
  6. Government auditing experience of persons assigned to the audit
  7. Specialized skills, training or background in public financing by assigned individuals
  8. Fee proposed
- Total Maximum Points (100)

#### **SCORING KEY: PERCENT OF POINTS AWARDED**

0%	No response
50%	Marginal
70%	Acceptable
80%	Occasionally exceeds acceptability
90%	Consistently exceeds acceptability
100%	Outstanding in all respects

THE HOUSING AUTHORITY OF BERGEN COUNTY RESERVES THE RIGHT TO REJECT ANY OR ALL PROPOSALS OR TO WAIVE ANY INFORMALITIES CONTAINED

# HOUSING AUTHORITY OF BERGEN COUNTY

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## NON-COLLUSION AFFIDAVIT

I, \_\_\_\_\_, of the City/Town of \_\_\_\_\_ ,  
in the County of \_\_\_\_\_, and the State of \_\_\_\_\_,

of full age, being duly sworn according to law on my oath depose and say that:

I am the \_\_\_\_\_ of the firm of \_\_\_\_\_ the bidder making this proposal for the above named project, and that I executed the said Proposal with full authority to do so; that said bidder has not, directly or indirectly, entered into an agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the above named project; and that all statements contained in said Proposal and in this affidavit are true and correct, and made with full knowledge that the Housing Authority relies upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I fully warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by:

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
\*Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\*FAILURE TO SIGN THIS AFFIDAVIT BY THE PRESIDENT, VICE PRESIDENT OR DULY AUTHORIZED COMPANY OFFICIAL WILL RESULT IN REJECTION OF THIS PROPOSAL.

**MUST BE NOTARIZED**

# HOUSING AUTHORITY OF BERGEN COUNTY

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## STOCKHOLDER DISCLOSURE CERTIFICATION This Statement Shall Be Included with Bid Submission

**Name of Business:** \_\_\_\_\_

- I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

**OR**

- I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

If a corporation owns all or part of the stock of the corporation or partnership submitting the bid, then the statement shall include a list of the stockholders who own 10% or more of the stock of any class of that owning corporation. If no one owns 10% or more stock, attest to that.

**Check the box that represents the type of business organization:**

- Partnership       Corporation       Sole Proprietorship  
 Limited Partnership     Limited Liability Corp       Limited Liability Partnership  
 Subchapter S Corporation

**Sign and notarize the form below, and, if necessary, complete the stockholder list below.**

Stockholders:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# HOUSING AUTHORITY OF BERGEN COUNTY

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Subscribed and sworn before me this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

(Notary Public)

My Commission expires:

\_\_\_\_\_  
(Affiant)

\_\_\_\_\_  
(Print name & title of affiant)

(Corporate Seal)



**HOUSING AUTHORITY OF BERGEN COUNTY**

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**AFFIDAVIT FOR AFFIRMATIVE ACTION PLAN**

STATE OF  
COUNTY OF

\_\_\_\_\_ being first duly sworn deposes and says;  
(Individual's Name)

THAT he/she is the \_\_\_\_\_ of the \_\_\_\_\_ and the  
(Partner or Officer) (Firm Of)

party making a certain proposal or bid dated \_\_\_\_\_ 2021 for work in connection with the bid  
for

(Indicate Job Name)

located in \_\_\_\_\_, New Jersey that such proposal or bid is  
submitted with full knowledge and understanding of the Affirmative Action Plan (AAP) requirements  
contained herein; that in submitting such proposal or bid, the bidder acknowledges that he or she must  
and will fulfill these requirements and that all statements in said proposal or bid are true.

SIGNATURE OF: Bidder, if the bidder is an individual;  
Officer, if the bidder is a Corporation;  
Partner, if the bidder is a Partnership/

(Signature of Contractor)

Subscribed and sworn to before me, this \_\_\_\_\_ day of \_\_\_\_\_ 2021

Notary Public

# HOUSING AUTHORITY OF BERGEN COUNTY

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## AFFIRMATIVE ACTION AFFIDAVIT

( to be completed by firms with less than 50 employees)

I, \_\_\_\_\_, of the (City, Town, Borough) of \_\_\_\_\_ in the County of \_\_\_\_\_, State of \_\_\_\_\_, of full age being duly sworn according to law on my oath depose and say that:

21. I am (President, Partner, Owner) of the firm of \_\_\_\_\_ a bidder making a proposal upon the above named project.
2. (Name of Firm/Co.) \_\_\_\_\_ does not have 50 employees or more inclusive of all officers and employees of every type.
3. I am familiar with the affirmative action requirements of P.L. 1975 c. 127 and rules and regulations issued by the Treasurer, State of New Jersey, pursuant thereto.
4. (Name of Firm/ Co.) \_\_\_\_\_ has complied with all the affirmative action requirements of the State of New Jersey, including those required by P.L. 1975 c. 127 and the rules and regulations issued by the Treasurer, State of New Jersey, pursuant thereto.
5. I am aware that if \_\_\_\_\_ does not comply with P.L. 1975 c. 127 and rules and regulations issued pursuant thereto, that no monies will be paid by the Housing Authority of Bergen County until an affirmative action plan is approved. I am also aware that the contract may be terminated and (Name of Firm/Co.) \_\_\_\_\_ may be debarred from all public contracts for a period of up to five (5) years.
6. In the event my workforce increases to 50 employees, I must contact the State Affirmative Action Office and complete an Employee Information Report.

\_\_\_\_\_  
Signature President, Vice-President or  
Authorized Representative.

\_\_\_\_\_  
Name and Title

**MUST BE NOTARIZED**

# HOUSING AUTHORITY OF BERGEN COUNTY

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## AFFIRMATIVE ACTION REGULATIONS

(To be completed by firms with fifty(50) or more employees

### BIDDER STATES HE HAS FIFTY(50)OR MORE EMPLOYEES: CHECK ONE

YES \_\_\_\_\_ NO \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

#### **A. CONTRACTORS WITH 50 OR MORE EMPLOYEES NOTE:**

Within seven (7) days after receipt of the notification of intent to award the contract or receipt of the contract, whichever is sooner, a procurement contractor with 50 or more employees should present one of the following to the County of Bergen and Housing Authority of Bergen County.

1. Appropriate evidence that the contractor is operating under an existing federally approved or sanctioned affirmative action program;  
OR
2. A Certificate of Employee Information Report Approval issued in accordance with Article 4 of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c127;  
OR
3. If the bidder cannot present "1" or "2" and the bidder has never applied for "2", the bidder is required to submit to the State Affirmative Action Office (a copy to accompany this bid proposal) a completed Employee Information Report (Form AA302). This form may be obtained at State Affirmative Action Office.

A contractor's bid must be rejected as non-responsive if a contractor fails to submit either "1", "2", or "3" listed above in A, within the time specified after the Housing Authority submits the contract to the contractor for signing.

#### **B. CONTRACTORS WITH LESS THAN 50 EMPLOYEES NOTE:**

Bidders with less than 50 employees who are negotiating for a contract, as a precondition to entering into a valid and binding procurement or service contract with the Housing Authority of Bergen County, prior to recommendation of contract award is submitted to the Commissioners of the Housing Authority must complete the following affidavit in accordance with P.L. 1975,C.127.

# HOUSING AUTHORITY OF BERGEN COUNTY

STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE  
FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS

DEPARTMENT OF TREASURY  
DIVISION OF REVENUE  
PO BOX 252  
TRENTON, NJ 08646-0252

TAXPAYER NAME: TAX REGISTRATION TEST ACCOUNT  
TAXPAYER IDENTIFICATION#: 97C-027-382/500  
ADDRESS: 847 ROEBLING AVE  
TRENTON, NJ 08611  
EFFECTIVE DATE: 01/01/01  
FORM BAC(08-01)

TRADE NAME: CLIENT REGISTRATION  
SEQUENCE NUMBER: 0107200  
ISSUANCE DATE: 07/14/04

*John S. Eaddy*  
ASST. DIRECTOR

This Certificate is NOT negotiable or transferable. It must be personally employed at above address.

STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: TAX REG TEST ACCOUNT  
Trade Name:  
Address: 847 ROEBLING AVE  
TRENTON, NJ 08611  
Certificate Number: 1092907  
Date of Issuance: October 14, 2004

For Office Use Only:  
20041014112823533

## BUSINESS REGISTRATION CERTIFICATE

HOUSING AUTHORITY OF BERGEN COUNTY

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## Acknowledgment of Receipt of Addenda

Please note that this Form should be returned with your proposal regardless if an addenda has been issued or not. If no addenda has been issued, please mark "none" or "non-applicable" in the addenda number section and sign at the bottom.

The undersigned respondent hereby acknowledges receipt of the following Addenda, (if any)

ADDENDA NUMBER	DATE OF ADDENDA	DATE ADDENDA RECEIVED BY CONTRACTOR

No addenda issued

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Company: \_\_\_\_\_

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## PROPOSAL SUBMITTAL REQUIREMENT CHECKLIST

(PLEASE CHECK OFF EACH ITEM)

#	MANDATORY SUBMITTAL REQUIREMENTS	YES	NO
1	Proposal Checklist		
2	Proposal Form		
3	Non-Collusion Affidavit		
4	Stockholder Disclosure Certification		
5	Affirmative Action Statement		
6	Acknowledgment of Receipt of Addenda		
7	New Jersey Business Registration Certificate		
8	Insurance Requirements and Acknowledgment Form		
9	Mandatory Equal Employment Opportunity Notice		
10	Statement of Compliance		
11	W-9 Form		
12	Affidavit of Non-Default		
13	Proposer's Affidavit		

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## INSURANCE REQUIREMENT AND ACKNOWLEDGMENT FORM

Respondents Certificate of Insurance coverage shall be filed with the Authority's Office upon award of contract by the Authority.

### **Acknowledgment of Insurance Requirement:**

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Date)

\_\_\_\_\_

(Printed Name and Title)

# HOUSING AUTHORITY OF BERGEN COUNTY

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## MANDATORY EQUAL EMPLOYMENT OPPORTUNITY NOTICE

(N.J.S.A. 10:5-31 et seq. and N.J.A.C 17:27 et seq.)

### GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS

This form is a summary of the successful professional service entity's requirement to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.

The successful professional service entity shall submit to the Housing Authority of Bergen County after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

21. A photocopy of a valid letter that the vendor is operating under an existing Federally approved or sanctioned affirmative action program (good for one (1) year from the date of the letter);

OR

22. A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C 17:27-1.1 et seq.;

OR

23. A photocopy of an Employee Information Report (Form AA302) provided by the Division of Contract Compliance and distributed to the \_\_\_\_\_ to be completed by the vendor in accordance with N.J.A.C. 17:27-1.1 et seq.

The successful professional service entity certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. and agrees to furnish the required forms of evidence.

The undersigned professional service entity further understands that his/her submission shall be rejected as non-responsive if said professional service entity fails to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.

COMPANY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_



# HOUSING AUTHORITY OF BERGEN COUNTY

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## STATEMENT OF COMPLIANCE

This is to certify that all persons employed by the undersigned will be paid full weekly wages earned, less permissible deductions for income taxes, social security, etc., and that no rebates have been or will be made either directly or indirectly to the undersigned from the full weekly wages earned by any person in its employ.

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

# HOUSING AUTHORITY OF BERGEN COUNTY

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## CONFLICT OF INTEREST

The bidder certifies that to the best of its knowledge and belief and except as otherwise disclosed, he or she does not have any organizational conflict of interest which is defined as a situation in which the nature of work to be performed under this proposed contract and the bidder's organizational, financial, contractual or other interests may, without some restriction on nature of activities:

- a) result in an unfair competitive advantage to the bidder; or
- b) impair the bidder's objectivity in performing the contract work.

In the absence of any actual or apparent conflict, I certify that to the best of my knowledge and belief, no actual or apparent conflict of interest exists with regard to my possible performance of this procurement.

By the submission of this proposal, the bidder certifies that to the best of its knowledge and belief, neither it, nor any person or firm which has an interest in the bidder's firm, nor any of the bidder's subcontractors, is ineligible to:

- 1) be awarded contracts by any agency of the United States Government, HUD, or the State of New Jersey, or
- 2) participate in HUD programs pursuant to 24 CFR Part 24.

The certification above is a material representation of fact upon which reliance will be placed when making award. If it is later determined that the bidder knowingly rendered an erroneous certification, the contract may be terminated for default, and the bidder may be barred or suspended from participation in HUD programs and other Federal contract programs.

\_\_\_\_\_  
Signature of Person Authorized to sign for consultant

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

# HOUSING AUTHORITY OF BERGEN COUNTY

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## C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

### Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a “fair and open” process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee<sup>\*</sup>
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
  - o of the public entity awarding the contract
  - o of that county in which that public entity is located
  - o of another public entity within that county
  - o or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 52:34-25(b) itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an “interest:” ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, “a contribution by that person’s spouse or child, residing therewith, shall be deemed to be a contribution by the business entity.” [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor’s responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

## HOUSING AUTHORITY OF BERGEN COUNTY

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The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law.

<sup>1</sup> N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

# HOUSING AUTHORITY OF BERGEN COUNTY

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## C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

**This form or its permitted facsimile must be submitted to the local unit  
no later than 10 days prior to the award of the contract.**

### Part I – Vendor Information

Vendor Name:			
Address:			
City:		State:	Zip:

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

### Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount \$

Check here if the information is continued on subsequent page(s)

# HOUSING AUTHORITY OF BERGEN COUNTY

## STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

- Partnership                       Corporation                       Sole Proprietorship  
 Limited Partnership Partnership                       Limited Liability Corporation                       Limited Liability Partnership  
 Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

Subscribed and sworn before me this ___ day of _____, 2 _____ (Notary Public)	_____ (Affiant)
My Commission expires:	_____ (Print name & title of affiant)
	_____ (Corporate Seal)

# HOUSING AUTHORITY OF BERGEN COUNTY

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## ATTACHMENT # 1

The schedule of holidays to be observed by the HABC for the 2021 calendar year will be as follows:

January	18 <sup>th</sup>	Monday	Martin Luther King's Birthday
February	15 <sup>th</sup>	Monday	Presidents' Day
April	2 <sup>nd</sup>	Friday	Good Friday
May	31 <sup>th</sup>	Monday	Memorial Day*
June	18 <sup>th</sup>	Friday	Juneteenth (Observed)
July	5 <sup>th</sup>	Monday	Independence Day* (Observed)
September	6 <sup>th</sup>	Monday	Labor Day*
October	11 <sup>th</sup>	Monday	Indigenous Peoples Day
November	2 <sup>nd</sup>	Tuesday	Election Day
November	11 <sup>th</sup>	Thursday	Veteran's Day
November	25 <sup>th</sup>	Thursday	Thanksgiving Day*
November	26 <sup>th</sup>	Friday	Day after Thanksgiving Day
December	24 <sup>th</sup>	Friday	Christmas Day* (Observed)
December	31 <sup>st</sup>	Friday	New Year's Day* (Observed)

\*The business day preceding this holiday is a half day. The Main Office will be open from 8:00am to 12:00pm.

# HOUSING AUTHORITY OF BERGEN COUNTY

Form (Rev. October 2018) Department of the Treasury Internal Revenue Service	<h2 style="margin: 0;">Request for Taxpayer Identification Number and Certification</h2> <p style="margin: 0;">▶ Go to <a href="http://www.irs.gov/FormW9">www.irs.gov/FormW9</a> for instructions and the latest information.</p>	<b>Give Form to the requester. Do not send to the IRS.</b>
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Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate	Exempt payee code (if any) _____
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____	Exemption from FATCA reporting code (if any) _____
	<input type="checkbox"/> Other (see instructions) ▶ _____	(Applies to accounts maintained outside the U.S.)
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code		
7 List account number(s) here (optional)		

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>	
[ ] [ ] [ ] - [ ] [ ] - [ ] [ ] [ ] [ ] [ ] [ ]	
or	
<b>Employer identification number</b>	
[ ] [ ] - [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
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### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



# HOUSING AUTHORITY OF BERGEN COUNTY

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## AFFIDAVIT OF NON-DEFAULT

STATE OF:

COUNTY OF:

The undersigned, being duly sworn according to law, deposes and says that, as the party making the foregoing Proposal; I certify as follows:

1. That all the statements made by me are true, complete and correct to the best of my knowledge and belief and are made in good faith.
2. That for the past ten years from the date of this certification, and except as shown by me on the attachment, I have not experienced defaults or noncompliance under any contract for the U.S. Department of Housing and Urban Development, or any other governmental agency with which I have contracts.
3. To the best of my knowledge there are no unresolved findings raised as a result of HUD audits, management reviews or any other Governmental investigations concerning me or work under any of my contracts.
4. There has not been a suspension or termination of payments under any HUD contract in which I have had a beneficial interest attributable to my fault or negligence.
5. I have not been convicted of a felony and am not presently, to my knowledge, the subject of a complaint or indictment charging a felony.
6. I have not been suspended, debarred or otherwise restricted by any Department or Agency of the Federal Government or of any State Government or the Housing Authority of Bergen County from doing business with such Department or Agency.
7. I have not defaulted on an obligation covered by a bond and have not been the subject of a claim under any fidelity bond.
8. All the names of the parties, known to me to be principals in this contract, in which I propose to participate, are included on resumes submitted with this proposal.
9. To my knowledge I have not been found by HUD or the State of New Jersey to be in noncompliance with any applicable civil rights laws.
10. I am not a Member of Congress or a Resident Commissioner nor otherwise prohibited or limited by law from contracting with the Government of the United States of America.
11. I am not an officer or employee or commissioner of the Housing Authority of Bergen County who is prohibited or limited by law from contracting with HABC.
12. For a period of five years prior to the date of this certification, and except as shown by me on the attachment, I have not been suspended, or otherwise disqualified by the U.S. Department of Housing and Urban Development, or any other governmental agency with which I have contracted, from doing business with any governmental agency.
13. Statements above (if any) to which I cannot certify have been deleted by striking through the words with a pen. I have initialed each deletion (if any) and have attached a true and accurate signed statement (if

# HOUSING AUTHORITY OF BERGEN COUNTY

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applicable) to explain the fact and circumstances which I think helps to qualify me as a responsible principal for participation in this project.

Firm Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Subscribed and sworn to  
Before me this \_\_\_\_\_ day  
Of \_\_\_\_\_, 2021.

Firm is presently working at the following Authority's Sites:

\_\_\_\_\_ ; or

( ) none

HOUSING AUTHORITY OF BERGEN COUNTY

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**PROPOSER'S AFFIDAVIT**

State of New Jersey

County of: \_\_\_\_\_

Name of Proposer: \_\_\_\_\_ being duly sworn, deposes and says that he resides at:

\_\_\_\_\_  
(Address)

that he is the \_\_\_\_\_ who signed the above Proposal, that he was duly

(Title)

authorized to sign and that the Proposal is the true offer of the Proposer, that the seal attached is the seal of the Proposer and that all the declarations and statements contained in the Proposal are true to the best of his/her knowledge and belief.

\_\_\_\_\_  
(Signature of Proposer & Seal)

Subscribed and sworn to before me, this \_\_\_\_\_ day

of \_\_\_\_\_, 2021

\_\_\_\_\_ Notary Public

My Commission Expires: \_\_\_\_\_, 202\_\_\_\_

# HOUSING AUTHORITY OF BERGEN COUNTY

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For Publication in The Record: Friday, April 23, 2021

## **REQUEST FOR PROPOSALS Competitive Contract**

The Housing Authority of Bergen County, in compliance with N.J.S.A. 19:44A-20.4 et seq., N.J.S.A 10:5-31 & N.J.A.C. 17-27 et seq. is seeking Sealed Proposals for:

### **ANNUAL AUDIT AND ACCOUNTING SERVICES for the Housing Authority of Bergen County and the Housing Development Corporation of Bergen County.**

Request for Proposals may be obtained on our website at [www.habcnj.org](http://www.habcnj.org).

The services to be provided are regarded as professional services, and selection will be based on price and other factors.

**The proposal opening will be held at 10:00 a.m. (prevailing time) on Friday, May 14, 2021** at which time they will be opened and publicly read via zoom as listed below. LATE PROPOSALS WILL NOT BE ACCEPTED. PHOTOCOPIES OR FACSIMILIES OF THE PROPOSAL DOCUMENTS WILL NOT BE ACCEPTED IN LIEU OF THE ORIGINALS.

During the COVID-19 pandemic all proposal packets will only be available electronically on "Vendor Registry". Vendors can register on the following link:

<https://vrapp.vendorregistry.com/Vendor/Register/Index/bergen-county-housing-authority-nj-vendor-registration>

Once registered, a vendor will be able to download any open and available proposal on the following link:

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=ae35e3d1-5079-4fe0-9688-0d6422c5d4bf>

All documents must be completed as required and vendor must submit their proposals electronically no later than the date and time outlined in the RFP documents.

Additionally, pursuant to N.J.S.A. 40A: 11-23 a hard copy of each proposal must also be mailed:

## HOUSING AUTHORITY OF BERGEN COUNTY

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- 1) on original forms, as made available electronically, in a sealed envelope no later than the date and time outlined in the RFP documents.
- 2) addressed and mailed to the HABC Purchasing Department as noted below.
- 3) bearing the name and address of the proposer on the outside
- 4) clearly marked "PROPOSAL" with the name of the item(s) being proposed.

HABC PURCHASING DEPT. c/o GFA, LLC  
576 Valley Road  
Suite 242  
Wayne, NJ 07470

It should be noted that electronic proposal submissions will be kept locked and will only be made accessible to the Authority on the prescribed proposal opening date and time herein noted. Additionally, all hard copies mailed to the above address shall be kept sealed, and will be received and publicly opened on the opening date and time in the conference room of GFA, LLC using virtual teleconferencing which can be accessed by logging in to zoom in the following manner:

Join Zoom Meeting:

Time: Friday, May 14, 2021 at 10:00 AM Eastern Time (US and Canada)

<https://us04web.zoom.us/j/9927769002?pwd=bjJYUjhBamQySFdyQURyVVRiZjBDdz09>

Meeting ID: 992 776 9002

Password: HABC0828

The Housing Authority of Bergen County reserves the right to reject any or all proposals, or to waive any informalities contained therein. No proposal shall be withdrawn for a period of sixty (60) days subsequent to the proposal due date without the consent of the Housing Authority of Bergen County.

Lynn Bartlett  
Executive Director  
Housing Authority of Bergen County

By: Vincent Bufis, Q.P.A.  
Director of Operations

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