

**THE BORDENTOWN SEWERAGE AUTHORITY
REQUEST FOR PROPOSALS
AUDITOR**

Notice is hereby given that sealed proposals will be received by The Bordentown Sewerage Authority at its offices at 954 Farnsworth Avenue, Bordentown, New Jersey 08505 on:

Thursday, January 4, 2024 at 10:00 a.m., prevailing time

for the following: **AUDITOR (Term: March 1, 2024 to February 28, 2025)**

Proposals must be enclosed in a sealed envelope which bears on the outside the name and address of the proposer and the position for which the proposer seeks consideration. The proposal should be addressed to the Executive Director, The Bordentown Sewerage Authority, 954 Farnsworth Avenue, Bordentown, New Jersey 08505. The proposal must be delivered to the specified person on or before the date and hour indicated above. Late proposals will not be accepted or considered. The Authority assumes no responsibilities for proposals mailed or misdirected in delivery.

Proposals will be evaluated by the Authority on the basis of the most advantageous, price and other factors considered. The evaluation will consider:

- a. Experience and reputation in the field;
- b. Knowledge of the subject matter of the services to be provided to the Authority;
- c. Knowledge of the Authority, its affairs and operations;
- d. Availability to accommodate any required meetings of the Authority;
- e. Compensation proposal;
- f. Compliance with the minimum qualifications established by the Authority for the position;
- g. Other factors determined to be in the best interest of the Authority; and
- h. Continuity of service to the Authority.

The minimum qualifications established by the Authority for this position are:
The proposer must designate one C.P.A. / R.M.A. to serve as the day-to-day contact person with the Authority. The designated person must be admitted as a C.P.A. and R.M.A in New Jersey for at least ten years and have at least ten years experience in serving as auditor to New Jersey Municipal Utilities Authorities, Sewerage Authorities or municipally owned sewerage utilities.

In addition, all proposers shall comply with P.L.1977, c.33 requiring submission of a statement of corporate ownership; N.J.S.A. 52:32-44 requiring submission of a New Jersey Business Registration Certificate and the collection of use taxes; and with P.L.1975, c.127 and N.J.A.C. 17:27 requiring compliance with equal employment opportunity and affirmative action laws and the submission of proof of compliance therewith.

The Authority reserves the right to reject any and all proposals, in whole or in part, and to waive any immaterial defect or informality in any proposal as may be permitted by law.

/s/ Thomas M. Redwood

Thomas M. Redwood, Executive Director