

# RFP2019-28 CERTIFIED PUBLIC ACCOUNTANT FOR THE CITY OF TRENTON MUNICIPAL COURT PROPOSAL OPENED 5/16/19 AT 11:00AM

RFP2019-28 CERTIFIED PUBLIC ACCOUNTANT FOR THE CITY OF TRENTON, MUNICIPAL COURT	
NUMBER OF RESPONDENTS:	1
NAME OF BIDDER	HOLMAN FRENIA ALLISON, P.C.
ADDRESS	912 HIGHWAY 33, ROUTE 2
CITY, STATE, ZIP	FREEHOLD, NJ 07728
CONTACT NAME	ROBERT W. ALLISON
TELEPHONE	732-409-0800
FAX	732-866-9312
E-MAIL	<a href="mailto:BALLSION@HFACPAS.COM">BALLSION@HFACPAS.COM</a>
STOCKHOLDER DISCLOSURE STATEMENT	INCLUDED
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE	INCLUDED
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE	INCLUDED
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA	N/A
NJ BUSINESS REGISTRATION CERTIFICATE	INCLUDED
NON-COLLUSION AFFADAVIT	INCLUDED
AMERICANS WITH DISABILITIES ACT OF 1990 LANGUAGE	INCLUDED
ETHICS COMPLAINT DISCLOSURE	INCLUDED
DEBARMENT NOTICE (REQUIRED)	INCLUDED
CERTIFICATION AND DISCLOSURE OF POLITICAL CONTRIBUTIONS	INCLUDED
DISCLOSURE OF INVESTED ACTIVITIES IN IRAN	INCLUDED
CITY OF TRENTON RESIDENT EMPLOYMENT POLICY	INCLUDED
EIC	CERT.#7168 EXP. 03/15/2020
REFERENCES	INCLUDED
CERTIFICATE OF INSURANCE	REQUIRED FROM AWARDED VENDOR
60-DAY EXTENSION COMPLIANCE	YES
EMERGENCY SERVICES	INCLUDED
WILLING TO PROVIDE ACCOUNTING SERVICES FOR FISCAL YEAR ENDING JUNE 30, 2020	\$15,000.00 (SEE ATTACHED BREAKDOWN OF STANDARD HOURLY RATES)
EXCEPTIONS (IF ANY)	
FATAL FLAW	NONE



### **COST PROPOSAL**

We continually strive to keep our fees at the lowest level consistent with the highest professional standards and your requirements for timely service.

We would propose a not to exceed fee of **\$15,000** to provide accounting services as an independent contractor for fiscal year ending June 30, 2020.

For special projects or additional services our hourly rates will apply.

STANDARD HOURLY RATES	
Engagement Partner	\$200.00
Quality Review Partner	200.00
Principal	170.00
Manager	160.00
Supervisor	140.00
Senior	120.00
Staff II	110.00
Staff I	90.00
Administrative	80.00

#### **Services to Include:**

Prior to the undertaking of additional work, an estimated fee will be submitted for approval. Personnel will be selected to perform these additional duties that will provide the maximum benefit at the minimum cost.