

BID TABULATION SHEET

Title: RFP County Auditor
Advertise Date: Friday September 23, 2022
Opening Date: Thursday October 20, 2022 11:00am
Total Bids Received: 1
Coop: No
Reference ID# 22-025

Vendor Name

** Ranked by lowest responsive/responsible bidder or evaluation criteria.
Award of contract not until BCC approval.*

Nisivoccia LLP
200 Valley Road Suite 300
Mt. Arlington, NJ 07856

CERTIFICATION OF LACK OF CONFLICT

WHEREAS, N.J.S.A. 40A:11-4.4 et seq. provides for the establishment of regulations relating to the Competitive Contracting Process. Contained therein is a requirement for all individuals evaluating said proposals must within the context of the Local Government Ethics Law determine any conflict of interest contained within the proposals tendered for review and certify to the Governmental Entity that no such conflict of interest exist.

1. The undersigned has received a copy of the Local Government Ethics Law and has read and comprehends the intent and meaning behind the law.
2. The undersigned hereby certifies that within the definition and scope of the Local Government Ethics Law, he/she has no conflict of interest with any of the competitive proposals received by the County of Sussex for the below referenced proposal process.
3. I further certify that I am not engaged in any negotiations or arrangements for prospective employment or association with any of those submitting proposals or their parent or subsidiary organization.

Title of Purchase

RFP - County Auditor

Date Purchase Evaluated: 10/24/22

CERTIFICATION:

I hereby certify that the forgoing information is correct, that no conflict of interest exists, and that I will notify the County of Sussex within ten days of any changes.

OR

I hereby certify that based on the above statute and information that I have a conflict of interest and thereby must be excluded from this process.

Ruby Malcolm
Signature

Ruby Malcolm
Print Name

10/24/22
Date

Evaluation Committee Member	
Name: <u>Ruby Malcolm</u>	Date: <u>10/24/22</u>

Evaluation Criteria

1. Professional/Personnel Qualifications (35%)

Demonstrate professional qualifications, availability and experience of key personnel to be assigned to County work with respect to the relevant areas of governmental accounting and auditing. Provide names and roles of individuals who will perform the services/tasks, and, descriptions of their experience with projects similar to the services contained herein, including their education, degrees and certifications.

2. Prior Experience and Familiarity (40%)

The proposal shall document prior experience and familiarity with providing auditing services to public entities similar to Sussex County for at least the past ten (10) years. The respondent shall be evaluated on knowledge, experience, and successful delivery of services similar to those requested in this RFP. Also, respondent shall submit a copy of the report on the firm's most recent external quality control review "Peer Review" on a specific government engagement.

3. Management Approach/Organization (15%)

The proposal shall be evaluated for general compliance and responsiveness to the County's needs and requests issued in the RFP. Provide project management plan, process, and scheduling timeline that shall meet the County's needs for the various undertakings solicited. Proposal shall demonstrate a clear understanding of scope of work and objectives. Respondent is to document any innovative alternatives or approaches to the services being solicited. Availability of personnel, equipment, and other resources utilized for this proposal should be addressed.

4. Cost (10%)

Price shall be based on hourly rates and schedules of fees submitted with the proposal. Any services not included as part of any resulting contract scope of services must be approved and authorized by the County in writing before such work is initiated. The County shall pay for such approved services, at the rate or cost agreed upon between the County and contractor, and provided the respondent has submitted a schedule of fees for additional services with this RFP.

Vendor: Nisivoccia LLP

Item No.	Description	Awarded Points (1-10)	Weight	Subtotal
1	Professional/Personnel Qualifications	10	35%	35
2	Prior Experience and Familiarity	10	40%	40
3	Management Approach/Organization	10	15%	15
4	Cost	10	10%	10
TOTAL POINTS				100

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Signature

Elke Yetter
Print Name

10-24-22
Date

Evaluation Committee Member	
Name: Elke Yetter	Date: 10/24/22

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Signature

Robert J. Maikis, Jr.

Print Name

10/21/22

Date

Evaluation Committee Member	
Name: <u>Robert J. Maikis, Jr.</u>	Date: <u>10/21/22</u>

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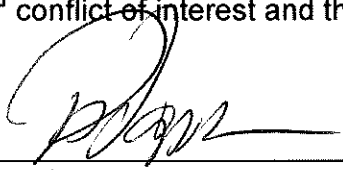
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Signature



Print Name



Date

Evaluation Committee Member	
Name: Ron Tappan	Date: 10/27/2024

Evaluation Criteria

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3	Management Approach/Organization	9	15%	13.4999996
4	Cost	7	10%	7.00000006
			TOTAL POINTS	95.5