

**HOUSING AUTHORITY OF THE TOWNSHIP OF FRANKLIN**  
**REQUEST FOR PROPOSALS**  
**RFP #2024-2**  
**AUDITING SERVICES**

The Housing Authority of the Township of Franklin (FTHA) is accepting proposals from qualified certified public accountants and/or firms licensed in the State of New Jersey to perform the annual audit of the FTHA's accounts and records for the fiscal year ending **September 30, 2023**. The FTHA's portfolio consists of 134 Housing Choice Vouchers, 96 Tenant Protection Vouchers and 50 units Public Housing mixed finance development.

Interested accountants/firms may obtain a copy of the complete Request for Proposals (RFP) from the Housing Authority's administrative offices located at 25 Parkside Street, Somerset, New Jersey between the hours of 8:30 a.m. and 4:30 p.m. Monday through Thursday or by contacting the FTHA at (732) 545-9430. All proposals shall be submitted in a sealed envelope labeled appropriately (proposal title and return address) and delivered to Dan Toto, Acting Executive Director, Franklin Township Housing Authority, 25 Parkside Street, Somerset, New Jersey 08873 **by or before Tuesday March 5, 2024 at 4:00 p.m., EST**. Emailed or fax submissions shall not be accepted.

In the event of any questions, in order to allow ample time prior to the submission deadline, please submit your questions in writing to the FTHA no later than Friday, February 23, 2024 at 4:00 p.m. for consideration.

Proposals received after this date and time for any reason shall not be considered and will be returned to the sender. All proposals shall include any and all required documentation requested therein and a failure to abide by the RFP's instructions in any way may lead to the proposal being rejected as non-responsive to this advertisement. Respondents are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq. Respondents shall submit 3 copies of proposal.

No proposal may be withdrawn for a period of sixty (60) days after the date set for the receipt of proposals. The FTHA reserves the right to reject any and all proposals and/or waive minor irregularities, pursuant to all applicable rules and regulations. In accordance with the criteria included in the RFP, the contract shall be awarded to the most advantageous proposal received by the Authority considering several factors including experience, qualifications, and cost.

This RFP is being issued pursuant to a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.

Dan Toto  
Acting Executive Director  
Franklin Township Housing Authority

**HOUSING AUTHORITY OF THE TOWNSHIP OF FRANKLIN**  
**REQUEST FOR PROPOSALS**  
**RFP #2024-1**  
**ACCOUNTING SERVICES**

The Housing Authority of the Township of Franklin (FTHA) is accepting proposals from certified qualified accountants and/or firms licensed in the State of New Jersey to provide accounting services for a period of one (1) year beginning **March 15, 2024 through March 14, 2025**. The FTHA's portfolio consists of 134 Housing Choice Vouchers and 96 replacement housing vouchers. The FTHA also participates in a 50-unit mixed finance public housing development.

Interested accountants/firms may obtain a copy of the complete Request for Proposals (RFP) from the Housing Authority's administrative offices located at 25 Parkside Street, Somerset, New Jersey between the hours of 8:30 a.m. and 4:30 p.m. Monday through Thursday or by contacting the FTHA at (732) 545-9430. All proposals shall be submitted in a sealed envelope labeled appropriately (proposal title and return address) and delivered to Dan Toto, Acting Executive Director, Franklin Township Housing Authority, 25 Parkside Street, Somerset, New Jersey 08873 *by or before Tuesday March 5, 2024 at 4:00 p.m., EST*. Emailed or fax submissions shall not be accepted.

In the event of any questions, in order to allow ample time prior to the submission deadline, please submit your questions in writing to the FTHA no later than Friday, February 23, 2024, at 4:00 p.m. for consideration.

Proposals received after this date and time for any reason shall not be considered and will be returned to the sender. All proposals shall include any and all required documentation requested therein and a failure to abide by the RFP's instructions in any way may lead to the proposal being rejected as non-responsive to this advertisement. Respondents are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq.

No proposal may be withdrawn for a period of sixty (60) days after the date set for the receipt of proposals. The FTHA reserves the right to reject any and all proposals and/or waive minor irregularities, pursuant to all applicable rules and regulations. In accordance with the criteria included in the RFP, the contract shall be awarded to the most advantageous proposal received by the Authority considering several factors including experience, qualifications, and cost.

This RFP is being issued pursuant to a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.

Dan Toto  
Acting Executive Director  
Franklin Township Housing Authority

**HOUSING AUTHORITY OF THE TOWNSHIP OF FRANKLIN**  
**REQUEST FOR PROPOSALS**  
**RFP #2024-3**  
**GENERAL AND DEVELOPMENT LEGAL SERVICES**

The Housing Authority of the Township of Franklin (FTHA) is accepting proposals from qualified law firms in the State of New Jersey to provide General & Development Legal services for a period of one (1) year beginning **March 15, 2024 through March 14, 2025.**

The FTHA desires to retain and employ a duly qualified Attorney to act as General Counsel in all legal matters which may arise in connection with the business and management of its various housing programs. In addition, the individual or firm shall also serve as the Authority's Development counsel in connection with the Authority's identification and implementation of viable development opportunities which encourage long-term local partnerships and revenue growth as well as promote the FTHA's overall goal of providing quality affordable housing to low-income families and seniors throughout the greater Somerset community. All legal services must be provided in accordance with the existing rules, orders, directives, and regulations promulgated by the United States Department of Housing and Urban Development as well as all applicable state and federal laws.

Interested accountants/firms may obtain a copy of the complete Request for Proposals (RFP) from the Housing Authority's administrative offices located at 25 Parkside Street, Somerset, New Jersey between the hours of 8:30 a.m. and 4:30 p.m. Monday through Thursday or by contacting the FTHA at (732) 545-9430. All proposals shall be submitted in a sealed envelope labeled appropriately (proposal title and return address) and delivered to Dan Toto, Acting Executive Director, Franklin Township Housing Authority, 25 Parkside Street, Somerset, New Jersey 08873 **by or before Tuesday, March 5, 2024 at 4:00 p.m., EST.** Faxed or emailed submissions shall not be accepted.

In the event of any questions, in order to allow ample time prior to the submission deadline, please submit your questions in writing to the FTHA no later than Friday, February 23, 2024, at 4:00 p.m. for consideration.

Proposals received after this date and time for any reason shall not be considered and will be returned to the sender. All proposals shall include any and all required documentation requested therein and a failure to abide by the RFP's instructions in any way may lead to the proposal being rejected as non-responsive to this advertisement. Respondents are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq.

No proposal may be withdrawn for a period of sixty (60) days after the date set for the receipt of proposals. The FTHA reserves the right to reject any and all proposals and/or waive minor irregularities, pursuant to all applicable rules and regulations. In accordance with the criteria included in the RFP, the contract shall be awarded to the most advantageous proposal received by the Authority considering several factors including experience, qualifications, and cost.

This RFP is being issued pursuant to a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.

Dan Toto  
Acting Executive Director  
Franklin Township Housing Authority