

# NEW BEDFORD HOUSING AUTHORITY

Post Office Box 2081  
New Bedford, Massachusetts 02741

STEVEN A. BEAUREGARD  
Executive Director

September 8, 2020

CENTRAL OFFICE:  
128 UNION STREET, 4<sup>TH</sup> FLOOR

TEL: 508-997-4824  
FAX: 508-961-3081  
TDD: 508-997-4874

## REQUEST FOR PROPOSALS

The New Bedford Housing Authority, the awarding authority, invites sealed proposals from qualified Contractors to provide **TECHNICAL ACCOUNTING & FINANCIAL REPORTING SERVICES**.

The New Bedford Housing Authority (NBHA) is soliciting proposals from qualified accounting firms (Accountant) to provide specialized professional services related to the delivery of technical accounting and financial reporting services for; Capital Fund Grant Programs (State & Federal), Housing Choice Voucher Program, Low-Income Public Housing (State & Federal), Resident Opportunities and Self Sufficiency Program, Section 8 Multi-Family Housing Assistance and Mixed-finance developments. The term of the contract is for a three (3) year period.

The deadline for submitting questions concerning this Request for Proposals is **Tuesday, September 15, 2020 at 10:00 a.m.** Answers will be sent, via e-mailed addenda, to all vendors who received an RFP from the Procurement Agent and provided their contact information and a valid e-mail address. All proposals must be submitted in accordance with the RFP submission requirements in order to be considered.

Proposals will be received **until 2:00 p.m. on Wednesday September 23, 2020**. Proposals must be delivered to: New Bedford Housing Authority, Procurement Agent, 128 Union Street, 4<sup>TH</sup> Floor, New Bedford, Massachusetts 02740 and received no later than the date & time specified above. The price proposal and non-price proposal may be in the same package but must be in two separate sealed envelopes and clearly marked "RFP: NBHA-20-121 - TECHNICAL ACCOUNTING & FINANCIAL REPORTING SERVICES" on the outside of each indicating which envelope is the "PRICE PROPOSAL" and which is the "NON-PRICE PROPOSAL".

Bid Documents will be available from the New Bedford Housing Authority, Procurement Office, 128 Union Street, 4<sup>TH</sup> Floor, New Bedford, Massachusetts 02740 during regular business hours of 8:30am and 4:30pm, Monday through Friday excluding Massachusetts holidays (or any other office closure) **beginning September 8, 2020**. Bidders may obtain Bid Documents free of charge by e-mailing a request and contact information to James F. Costa at the following e-mail address: james.costa@nbha-ma.org.

The New Bedford Housing Authority will award a contract to the proposer offering the most advantageous proposal, taking into consideration all evaluation criteria as well as price. The Board of Commissioners of the New Bedford Housing Authority is authorized to execute a contract in connection therewith.

All proposals are subject to the provisions of M.G.L. c.30B §6 and U.S. Dept. of H.U.D. 7460.8 REV2 and 2 CFR Part 200 §§ 200.317–200.326 each where applicable. The New Bedford Housing Authority reserves the right to reject any and all proposals and to award a contract that is in the best interest of the New Bedford Housing Authority.

*In accordance with Section 3 of the HUD act of 1968, as amended, opportunity for employment and contracting to the greatest extent feasible shall be given to Section 3 eligible residents and businesses.*

**AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**