

Date: March 19, 2024

To: Arlyn Agustin, Chief Financial Officer

From: Kenneth Pinnock, Jr., Deputy Executive Director
Director of Procurement, Contracts & Risk Management

Subject: **REQUEST FOR PROPOSALS (RFP): INDEPENDENT FINANCIAL & COMPLIANCE
AUDIT OF ALL JCHA PROGRAMS, FOR A PERIOD OF ONE (1) YEAR FOR FYE
03/31/2024**
RFP DUE DATE: WEDNESDAY, MARCH 6, 2024 @ 11:00 AM
(SECOND OCCASION)

Pursuant to the Request for Proposals (RFP) for Independent Financial & Compliance Audit of all JCHA Programs on Wednesday, January 24, 2024, and the JCHA received less than three (3) bid packages. The RFP was rebid, and on Wednesday, March 6, 2024, the JCHA received a total of two (2) proposals from the firms listed below. Attached for your review is a copy of the recapitulation sheet.

FIRMS

1. **POLCARI & COMPANY**
 2. **JUMP, PERRY & COMPANY, LLP**
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PLEASE NOTE: *The last public bid for this service was held on April 12, 2023, and Polcari & Co, LLP. was the recipient of a contract (101677) in the amount not to exceed Thirty-Five Thousand Four Hundred Dollars (\$35,400.00) for FYE 03/31/2023.*

Background:

Invitations were published in local newspapers on February 1st and 2nd, 2024; direct invitations were sent to four (4) firms who express interest in public bidding for this service. The JCHA sources for MBE's were notified, as well as the usual public works bidding journals (individual letters in Purchasing files).

Provided the above is satisfactory, this office presumes that the Department of Accounting & Finance will forward a Resolution for Board action as appropriate.

Should you have any questions, or require further information, please do not hesitate to call.