

**PARKING AUTHORITY OF THE TOWNSHIP OF WEEHAWKEN**  
**4200 Park Avenue**  
**Weehawken, NJ 07086**

**REQUEST FOR PROPOSAL**

PLEASE TAKE NOTICE that the Parking Authority of the Township of Weehawken requests proposals for the services set forth below in accordance with the "fair and open process" pursuant to N.J.S.A. 19:44A-20.5, et seq.

Request for proposals shall be received by the Executive Director of the Parking Authority or her designee, on or before Thursday, December 12, 2024, at 3 p.m., prevailing time, at the Weehawken Parking Authority, 4200 Park Avenue, Weehawken, New Jersey 07086, at which time said proposals will be publicly opened and read.

Proposals must be enclosed in a sealed envelope. The service provider must indicate the following on the outside of the envelope: (1) the name and address of the service provider; (2) the service for which the proposal is submitted, "RFP — Auditor" and (3) "Sealed RFP Response". Proposals may be delivered by hand, overnight courier, or mail. The envelope containing the proposal must be received by the Executive Director of the Weehawken Parking Authority by the date and time set forth above. No late proposals will be accepted. The proposer is solely responsible for ensuring timely and proper delivery of its proposal. Please submit (8) eight copies of the proposal.

The services sought are:

**PARKING AUTHORITY AUDITOR**

**Proposals will be evaluated on the basis of the following factors:**

1. The proposer must be a Registered Municipal Accountant.
2. Experience and reputation in the field.
3. Knowledge of Parking Authorities and of the subject matter to be addressed under the contract.
4. Availability to attend to any required Parking Authority meetings and other matters.
5. Availability of personnel and other resources to provide such services.
6. Compensation proposal.
7. Other factors if demonstrated to be in the best interests of the Parking Authority

Contracts will be awarded based on the most advantageous responses, price and other factors considered. The Parking Authority reserves the right to reject any and all proposals.

Carmela Silvestri-Ehret  
Executive Director  
Dated: November 22, 2024