

## **Advertisement**

### **BROCKTON HOUSING AUTHORITY**

#### **REQUEST FOR PROPOSALS (RFP)**

The Brockton Housing Authority is requesting proposals for payroll services. This contract will generally include, but is not limited to, automated payroll processing and related services, including time management and ACA compliance. This contract will be for a period of three years with an option to renew for an additional 2 years at BHA sole discretion. The three year contract is estimated at \$150,000.

Specifications may be obtained on or after October 2, 2017 at the Brockton Housing Authority's Administrative Offices, 45 Goddard Road—Monday through Friday—from 8:30 a.m. to 4:30 p.m., Contact person is Michael Pacious 508-427-9103.

Proposals must be submitted to the Brockton Housing Authority, 45 Goddard Road, Brockton, MA 02301-no later than 10:00 a.m. on Tuesday, October 24, 2017. All proposals received later than said date and time will not be opened or considered.

The proposal shall be submitted in two sections using a technical proposal and a price proposal, in two individually sealed envelopes. All proposers shall write on the face of the envelope: "TECHNICAL PROPOSAL FOR PAYROLL SERVICES" and "PRICE PROPOSAL FOR PAYROLL SERVICES."

The Brockton Housing Authority reserves the right to reject any and all proposals and to waive any informalities in proposals received; and to accept the proposal which it deems most favorable for the Authority.

#### **EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER**

In compliance with Section 3 of the HUD Act of 1968, Brockton Housing Authority, Section 8 Voucher holders and other low or very low income Brockton residents are encouraged to apply and may receive a preference.

**Thomas G. Thibeault, Executive Director  
BROCKTON HOUSING AUTHORITY**