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## Letter of Intent

February 14, 2011

James W. Edwards, Jr., CPA  
Business Administrator/Board Secretary  
101 Hendrickson Avenue  
Brick, NJ 08724

Dear Mr. Edwards:

The undersigned, as Respondent, has submitted the attached Proposal Statement in response to a Request for Proposals (RFP), issued by the Brick Township Board of Education ("Board"), dated February 1, 2011, in connection with the Board's need for Health Reimbursement Account Administrator.

### BENEFIT TAX LINK HEREBY STATES:

1. The Proposal Statement contains accurate, factual and complete information.
2. Benefit Tax Link agrees to participate in good faith in the procurement process as described in the RFP and to adhere to the Board's procurement schedule.
3. Benefit Tax Link acknowledges that all costs incurred by them in connection with the preparation and submission of the Proposal Statement and any proposal prepared and submitted in response to the RFP, or any negotiation which results there from shall be borne exclusively by the Respondent.
4. Benefit Tax Link hereby declares that the only persons participating in this Proposal Statement as Principals are named herein and that no person other than those herein mentioned has any participation in this Proposal Statement or in any contract to be entered into with respect thereto. Additional persons may subsequently be included as participating Principals, but only if acceptable to the Board. Benefit Tax Link declares that this Proposal Statement is made without connection with any other person, firm or parties who has

submitted a Proposal Statement, except as expressly set forth below and that it has been prepared and has been submitted in good faith and without collusion of fraud.

5. Benefit Tax Link acknowledges and agrees that the Board may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the Board shall have any liability to the Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFP.
6. Benefit Tax Link acknowledges that any contract executed with respect to the provision of the Affirmation Action Supplement must comply with all applicable affirmative action and similar laws. Respondent hereby agrees to take such actions as are required in order to comply with such applicable laws.
7. Benefit Tax Link submits a proposal for fixed fees, including out of pocket expenditures, as follows:

2010-2011

Annual Fee	\$ 600.00
Monthly Fee	
Per Eligible Employee	\$ 6.50

2011-2012

Annual Fee	\$ 0
Monthly Fee	
Per Eligible Employee	\$ 6.50

  
Carl A. DeRiso, CFCI

Benefit Tax Link

Dated: 2/14/11