

RESOLUTION

21-085

Approved as to Form and Legality

Benjamin De Isle, Assistant
CITY ATTORNEY

Date of Adoption

March 4, 2021

Factual content certified by

Benjamin De Isle
BENJAMIN DE ISLE, DIRECTOR OF HOUSING AND ECONOMIC
DEVELOPMENT

Councilman /woman

Muschai

presents the following Resolution:

**RESOLUTION AWARDING A CONTRACT THROUGH A FAIR AND OPEN PROCESS IN ACCORDANCE
WITH N.J.S.A. 19:44 A-20.4 ET SEQ., TO WALLACE ROBERTS & TODD, LLC FOR PROFESSIONAL
CONSULTING SERVICES TO CONDUCT UPDATES TO THE REDEVELOPMENT AREA PLANS WITHIN
THE TRANSIT-ORIENTED DEVELOPMENT AREA
IN AN AMOUNT NOT TO EXCEED \$290,000.00 FOR A PERIOD OF ONE (1) YEAR RFP2020-47**

WHEREAS, the City has a need for Professional Consulting Services to conduct updates to the Redevelopment Area Plans within the Transit-Oriented Development Area for a period of one (1) year the City of Trenton Department of Housing and Economic Development. The City of Trenton and the hired qualified firm will prepare updated redevelopment area plans for seven (7) redevelopment area plans surrounding three (3) train station areas. The plans will be developed in accordance with the newly adopted Transit Oriented Development Strategic Plan (TOD Plan) and the City's master plan- Trenton250; and

WHEREAS, a request for proposal was advertised, and five (5) proposals were received on October 21, 2020 and was evaluated by a committee based on criteria that included, experience, understanding of requirements and cost; and

WHEREAS, the proposal of Wallace Roberts & Todd, LLC, 1700 Market Street, Suite 2800, Philadelphia, PA 19103 was deemed to have the necessary qualifications and expertise for the performance of the services at the rates budgeted; and

WHEREAS, funds in an amount not to exceed \$290,000.00 have been certified to be available in the following account number(s): C-04-10-60-035B-001-001 (\$200,000.00), and \$90,000.00 (G-FF-21-60-263B-290) from February 5, 2021 to February 4, 2022.

NOW, THEREFORE IT IS RESOLVED, by the City Council of the City of Trenton, as follows:

1. The Mayor is hereby authorized to enter into a contract with Wallace Roberts & Todd, LLC, 1700 Market Street, Suite 2800, Philadelphia, PA 19103 for Professional Consulting Services to conduct updates to the Redevelopment Area Plans within the Transit-Oriented Development Area in an amount not to exceed \$290,000.00 for a period of one (1) year for the City of Trenton, Department of Housing and Economic Development.
2. This contract is awarded pursuant to the authority set forth in the Local Public Contracts Law at N.J.S.A. 40A:11-5.
3. A notice of this action shall be printed once in the official newspaper for the City of Trenton and the Resolution and contract shall remain on file in the City Clerk's Office.

	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
BLAKELEY				✓	MCBRIDE		✓			VAUGHN		✓		
CALDWELL WILSON	✓				MUSCHAI	✓								
HARRISON	✓				RODRIGUEZ	✓								

This Resolution was adopted at a Meeting of the City Council of the City of Trenton on

March 4, 2021

Kathy McBride
President of Council

City Clerk

PROFESSIONAL SERVICES CONTRACT

RFP2020-47

**PROFESSIONAL CONSULTING SERVICES TO CONDUCT UPDATES TO THE REDEVELOPMENT AREA
PLANS WITHIN THE TRANSIT-ORIENTED DEVELOPMENT AREA
RESOLUTION 21-085**

THIS CONTRACT, made this 5TH day of **MARCH 2021** by and between the **CITY OF TRENTON, 319 EAST STATE STREET, TRENTON, NEW JERSEY 08608** a Municipal Corporation of the State of New Jersey, ("City") and **WALLACE ROBERTS & TODD, LLC, 1700 MARKET STREET, SUITE 2800, PHILADELPHIA, PA 19103** (CONTRACTOR").

WHEREAS, the City has a need for **PROFESSIONAL CONSULTING SERVICES TO CONDUCT UPDATES TO THE REDEVELOPMENT AREA PLANS WITHIN THE TRANSIT-ORIENTED DEVELOPMENT AREA** for the City of Trenton, Department of Housing and Economic Development.

WHEREAS, Contractor agrees to provide **PROFESSIONAL CONSULTING SERVICES TO CONDUCT UPDATES TO THE REDEVELOPMENT AREA PLANS WITHIN THE TRANSIT-ORIENTED DEVELOPMENT AREA** for the City of Trenton, Department of Housing and Economic Development in accordance with the terms and conditions as set forth hereinafter, and the City being agreeable thereto;

NOW THEREFORE, the parties mutually agree as follows:

PROFESSIONAL CONSULTING SERVICES TO CONDUCT UPDATES TO THE REDEVELOPMENT AREA PLANS WITHIN THE TRANSIT-ORIENTED DEVELOPMENT AREA for the City agrees to retain **WALLACE ROBERTS & TODD, LLC, 1700 MARKET STREET, SUITE 2800, PHILADELPHIA, PA 19103** ("the request of and under the general supervision of the City of Trenton, Department of Housing and Economic Development.

1. SCOPE OF SERVICES

SEE ATTACHED SCOPE OF SERVICES

DURATION OF THE CONTRACT:

This contract shall remain in full force and effect for a period of one (1) year from February 5, 2021 to February 4, 2022 in an amount not to exceed \$290,000.00.

2. **STATUS OF CONTRACTOR:** It is expressly understood by and between the parties hereto that the status of the Contractor retained to carry out the services set forth in this agreement is that of an Independent Contractor. It is further understood by and between the parties that is not intended nor shall it be construed, that the contractor is an agent, employee, or officer of the City of Trenton.
3. **NOTICES:** Any notices required to be delivered to either party pursuant to this Contract shall be in writing to their respective addresses. The parties shall be responsible for notifying each other of any change of address.
4. **INTEGRATION: Resolution #21-085** and this contract constitutes the entire agreement between the parties and any representation that may have been made prior to the execution of this Contract are nonbonding, void, and of no effect and neither party has relied on any such prior representations in entering into this Contract with the City of Trenton, Department of Housing and Economic Development.

5. **ENFORCEABILITY:** If any term or condition of this Contract or its application to any party or circumstances shall be deemed invalid or unenforceable, the remainder of the Contract and its application to other parties and circumstances shall not be affected.

6. **GOVERNING LAW:** This Contract shall be governed by the laws of the State of New Jersey.

7. **MISCELLANEOUS PROVISIONS:**

- a. Contractor, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional or sexual orientation, disability or nationality. Contractor will take affirmative action to ensure that such applicants are recruited and employed and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional, gender identity or expression, sexual orientation. Such action shall include, but is not limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause;
- b. Contractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional or sexual orientation.
- c. Contractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the American with Disabilities Act.
- d. Contractor, where applicable, agrees to attempt to schedule minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2, amended and supplemented from time to time.
- e. Contractor, where applicable, agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional, sexual orientation, disability or nationality and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.
- f. Contractor, where applicable, agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional, sexual orientation, disability or nationality. Contractor will conform these employment goals

consistent with statutes and court decisions of the State of New Jersey, and applicable Federal law and Federal court decisions.

- g. Contractor, where applicable, shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations. Contractor shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).
- h. Contractor, shall submit along with the signed contract one of the following as evidence of compliance with N.J.A.C. 17:27:
 1. Appropriate evidence that the Independent contractor is operating under an existing Federally approved or sanctioned affirmative action program.
 2. A certificate of employee information report approval issued in accordance with N.J.A.C. 17:27-4.
 3. An initial employee information report (Form AA#302) provided by the Affirmative Action Office and completed by the contractor in accordance with N.J.A.C. 17:27-4

WALLACE ROBERTS & TODD, LLC,
1700 MARKET STREET, SUITE 2800
PHILADELPHIA, PA 19103

DATE

Seal:

Attest:

Commonwealth of Pennsylvania

Notarial Seal
JOANN MCCLOUD - Notary Public
CITY OF PHILADELPHIA, PHILADELPHIA CNTY
My Commission Expires Sep 11, 2021

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year above written.

ATTEST:

MATTHEW H. CONLON, RMC
MUNICIPAL CLERK

DATE

CITY OF TRENTON

W. REED GUSCIORA, ESQ.
MAYOR

DATE

3.0 THE SCOPE OF SERVICES

The selected firm shall work closely with the HED staff to provide the following services as part of the TOD Redevelopment Area Plans Update:

1. Develop a detailed and realistic timeline schedule with milestones, specific deliverables, and a critical path leading to the adoption of the updated redevelopment area plans and any needed subsequent final updates.

Deliverable: Project management plan and timeline

2. Develop an appropriate community outreach strategy which may include community meetings, preparation of handouts, social media postings, newspaper postings, and media for posting on the City's and Trenton250's website in English and Spanish at specified points of public engagement. The strategy shall reflect the values of equity, diversity, and inclusion and demonstrate how vulnerable populations and those often overlooked in outreach will be engaged. The strategy shall consider how to deal with unanticipated setbacks and significant comments. The approach shall also specify alternatives for steps to be provided within the possibility of "social distancing" requirements still in place.